



CITY OF FREDERICKSBURG, VIRGINIA

CITY COUNCIL

AGENDA

Council Chambers, 715 Princess Anne Street
Fredericksburg, Virginia 22401

HON. THOMAS J. TOMZAK, MAYOR
HON. MARY KATHERINE GREENLAW, VICE-MAYOR
HON. KERRY P. DEVINE, AT-LARGE
HON. BRADFORD C. ELLIS, WARD ONE
HON. GEORGE C. SOLLEY, WARD TWO
HON. FREDERIC N. HOWE, III, WARD THREE
HON. BEATRICE ROSE PAOLUCCI, WARD FOUR

May 22, 2012

7:30 p.m.

Mayor Thomas J. Tomzak, Presiding

1. **Call to Order**

2. **Invocation**

Councilor Bradford C. Ellis

3. **Pledge of Allegiance**

Brownie Troop 317

4. **Presentation**

A. Award Presentation to Melissa Steiniger, Human Resources Assistant from Greg Dickie, Virginia Municipal League Insurance Programs

5. **Comments from the Public**

City Council provides this opportunity each regular meeting for comments from citizens who have signed up to speak before the start of the meeting. To be fair to everyone, please observe the five-minute time limit and yield the floor when the Clerk of Council indicates that your time has expired. Decorum in the Council Chambers will be maintained. Comments that are not relevant to City business and disruptive are inappropriate and out of order.

6. **Public Hearings**

None

7. **Council Agenda**

A. Sidewalk Café – Councilor Paolucci

8. **Consent Agenda**

A. Transmittal of the FRED Transit Progress Report – April 2012

B. Withdrawn

C. Resolution 12-__, Accepting Dedication of Greenbrier Drive

D. Transmittal of Boards and Commissions Minutes

- Architectural Review Board – April 9, 2012
- Economic Development Authority – March 12, 2012
- Economic Development Authority Joint Meeting – April 9, 2012
- Economic Development Authority – April 9, 2012
- Fredericksburg Clean & Green Commission – March 5, 2012
- Fredericksburg Clean & Green Commission – April 2, 2012

- Potomac & Rappahannock Transportation Commission – April 5, 2012

- E. Transmittal of the Architectural Review Board and Board of Zoning Appeals Applications – May 2012

9. Council Minutes

- A. Work Session – May 8, 2012
- B. Regular Session – May 8, 2012

10. City Manager Agenda

- A. Resolution 12-35, Second Read, Appropriating Funds for Fiscal Year Beginning July 1, 2012 through June 30, 2013
- B. Ordinance 12-11, Second Read, Setting the Real Estate Tax Rate at \$0.74 per Every \$100.00 of Assessed Value of Real Estate for Fiscal Year 2013
- C. Resolution 12-__, Approving the List of Streets to be Rehabilitated through the Fiscal Year 2013 – Fiscal Year 2015 Asphalt and Concrete Rehabilitation Program
- D. Resolution 12-__, Electing the Employer Contribution Rate for July 2012 for the Virginia Retirement System
- E. Resolution 12-__, Electing the Member Contribution Rate Effective July 2012 for the Virginia Retirement System
- F. Resolution 12-__, Authorizing Use of \$1,206,141 of Motor Fuels Tax Funds in Fiscal Year 2012 for Various Transportation Projects
- G. Resolution 12-__, Amending the Fiscal Year 2012 Budget by Appropriating \$340,000 in the Comprehensive Services Act Fund and Amending the General Fund by a Transfer of \$25,000 Allocating General Fund Contingency to the CSA Fund
- H. Resolution 12-__, Amending the Fiscal Year 2012 Budget by Appropriating \$11,475 in Via Colori Donation to the Fredericksburg Arts Commission in the City Grants Fund
- I. City Manager Report
- J. Calendar

11. Adjournment



FREDERICKSBURG REGIONAL TRANSIT
History In Motion

MEMORANDUM

TO : Beverly R. Cameron, Fredericksburg City Manager
C. Douglas Barnes, Spotsylvania County Administrator
Alan Partin, Caroline County Interim Administrator
Anthony J. Romanello, Stafford County Administrator
Travis Quesenberry, King George County Administrator
FROM : Kathleen M. Beck, Director of Public Transit
DATE : May 9, 2012
RE : April 2012 Progress Report on FRED

FRED's total ridership for the month of April 2012 was 46,437 compared to 45,692 riders in April of 2011.

The ridership for FRED's regular routes in the City of Fredericksburg for the month of April 2012 was 22,962 passengers compared to 22,563 passengers in April 2011. Ridership on the VRE feeder service in the City of Fredericksburg was 543 passengers in the month of April 2012 compared to 649 passengers in April 2011.

The ridership for the Spotsylvania County regular routes was 7,188 passengers in April 2012 compared to the 6,226 passengers that used the FRED transit service in April 2011. The VRE feeder service ridership from Spotsylvania County increased with 2,887 passengers in the month of April 2012 compared to 2,338 passengers in April 2011.

Ridership on the service in Stafford County was 9,224 passengers in April 2012 compared to 10,160 passengers riding in April 2011.

Ridership in Caroline County was 584 passengers for April 2012 compared to 544 passengers for April of 2011.

The ridership for the service in King George County was 1,551 in April 2012 compared to 1,575 in April 2011.

FRED driver, Bernard (Butch) Shields, won the Community Transportation Association of Virginia (CTAV) roдео on April 14th. Butch will compete in the Community Transportation Association of America (CTAA) national body-on-chassis competition in Baltimore, MD on May 20th. Several members of the FRED staff will attend the roдео and training at the CTAA Expo.

MONTHLY RIDERSHIP BY LOCATION APRIL 2012							
DATE	FREDERICKSBURG	SPOTSYLVANIA	STAFFORD	CAROLINE	KING GEORGE	UMW	DAILY TOTAL
1-Apr						77	77
2-Apr	1,119	508	464	32	67		2,190
3-Apr	1,235	509	510	37	61		2,352
4-Apr	1,073	552	504	26	86		2,241
5-Apr	1,075	516	461	29	80	0	2,161
6-Apr	1,055	424	448	23	69	21	2,040
7-Apr						246	246
8-Apr							0
9-Apr	1,165	487	386	37	89		2,164
10-Apr	1,177	477	405	24	59		2,142
11-Apr	1,042	514	491	15	69		2,131
12-Apr	1,033	514	411	45	79	1	2,083
13-Apr	1,159	402	415	28	81	34	2,119
14-Apr						240	240
15-Apr						113	113
16-Apr	1,086	538	443	21	86		2,174
17-Apr	1,269	481	417	27	51		2,245
18-Apr	1,144	489	364	19	88		2,104
19-Apr	1,090	468	494	34	76	9	2,171
20-Apr	1,123	380	502	28	78	32	2,143
21-Apr						239	239
22-Apr						67	67
23-Apr	1,138	464	329	28	81		2,040
24-Apr	1,093	513	446	23	61		2,136
25-Apr	1,110	509	450	32	74		2,175
26-Apr	978	451	415	30	45	1	1,920
27-Apr	1,228	430	385	16	69	37	2,165
28-Apr						245	245
29-Apr						136	136
30-Apr	1,113	449	484	30	102		2,178
TOTAL	23,505	10,075	9,224	584	1,551	1,498	46,437
							Grand Total

April 2012 RIDERSHIP

Date:	City VRE	Spotsy VRE	Spotsy VRE	City	City	City	City	City	City	Spotsylvania	Spotsylvania	Spotsylvania	Spotsylvania	Caroline	Stafford	Stafford	Stafford	Stafford	Stafford	Stafford	King George	FRED		DAILY TOTAL
	VF 1	VS 1	VS 2	F1	F2	F3	F4A	F4B	F5	S1A	S1B	S4	S5	C1	D1	D2	D3	D4	D5	D6	K1	Express	Extras	
1-Apr																						77		77
2-Apr	24	84	48	241	162	192	189	136	175	97	85	51	143	32	34	152	79	54	117	28	67			2,190
3-Apr	35	76	68	215	172	240	215	126	232	122	64	78	101	37	31	148	117	85	107	22	61			2,352
4-Apr	27	91	66	206	175	261	149	107	148	116	71	72	136	26	31	133	107	69	132	32	86			2,241
5-Apr	20	86	68	182	141	235	219	122	156	90	79	82	111	29	39	157	102	62	74	27	80	0		2,161
6-Apr	17	81	36	215	109	194	229	128	163	97	80	70	60	23	54	138	97	36	88	35	69	21		2,040
7-Apr																						246		246
8-Apr																								0
9-Apr	21	65	59	230	178	224	230	113	169	82	92	64	125	37	30	98	84	48	116	10	89			2,164
10-Apr	27	73	55	231	161	234	223	133	168	101	74	54	120	24	21	102	102	61	111	8	59			2,142
11-Apr	21	75	70	207	147	184	204	114	165	103	70	56	140	15	64	155	87	49	116	20	69			2,131
12-Apr	21	79	70	225	125	198	190	81	193	83	106	45	131	45	24	153	102	34	89	9	79	1		2,083
13-Apr	27	60	55	286	114	196	213	147	176	99	58	64	66	28	45	113	92	67	89	9	81	34		2,119
14-Apr																						240		240
15-Apr																						113		113
16-Apr	25	93	59	198	148	212	209	110	184	118	73	75	120	21	41	131	105	52	97	17	86			2,174
17-Apr	29	86	63	218	148	278	253	154	189	113	68	52	99	27	25	123	94	70	77	28	51			2,245
18-Apr	33	77	54	171	167	286	201	120	166	97	60	65	136	19	32	94	80	49	85	24	88			2,104
19-Apr	29	92	55	195	163	233	223	97	150	90	58	75	98	34	39	156	96	61	110	32	76	9		2,171
20-Apr	26	48	47	242	143	208	237	127	140	91	66	76	52	28	47	164	120	58	99	14	78	32		2,143
21-Apr																						239		239
22-Apr																						67		67
23-Apr	25	90	66	171	201	238	214	119	170	60	66	65	117	28	29	77	71	41	99	12	81			2,040
24-Apr	27	95	57	188	149	204	191	147	187	93	60	57	151	23	19	132	109	62	103	21	61			2,136
25-Apr	27	75	72	214	152	242	207	94	174	83	66	56	157	32	26	128	85	59	124	28	74			2,175
26-Apr	31	91	57	192	98	208	189	105	155	76	80	42	105	30	19	120	86	47	126	17	45	1		1,920
27-Apr	23	57	51	258	164	233	246	133	171	103	61	57	101	16	41	98	97	39	101	9	69	37		2,165
28-Apr																						245		245
29-Apr																						136		136
30-Apr	28	78	59	224	168	255	177	105	156	80	68	60	104	30	42	136	117	60	110	19	102			2,178
																								0
Total Ridership For Month																							46,437	
TOTAL # of Riders	543	1,652	1,235	4,509	3,185	4,755	4,408	2,518	3,587	1,994	1,505	1,316	2,373	584	733	2,708	2,029	1,163	2,170	421	1,551	1,498	0	0
Average Ridership Per Day	26	79	59	215	152	226	210	120	171	95	72	63	113	28	35	129	97	55	103	20	74	94		
Average Ridership Per Hour	6	29	24	20	12	17	14	15	14	8	9	5	9	3	3	11	9	7	9	4	6	7		



MEMORANDUM

TO: City Council

FROM: Kathleen Dooley, City Attorney *KD*

DATE: May 16, 2012

RE: Greenbrier Drive Right of Way

ISSUE:

Shall City Council adopt a resolution accepting the Greenbrier Drive Right of Way?

RECOMMENDATION:

Yes. By adopting the resolution, City Council will expressly accept the dedication of the right of way, and eliminate any ambiguity as to the status of the portion of this road adjacent to Alum Springs Park. Greenbrier Drive is the primary motor vehicle access to Alum Springs Park.

BACKGROUND:

Greenbrier Drive is the access road from the Blue Gray Parkway to Alum Springs Park. It was dedicated to the City in segments, through five separate deeds of easement or dedication, recorded between 1957 and 1969. City Council adopted resolutions formally accepting two of these dedications. In practice, it has accepted four of the dedications, through maintenance of the road. However, the last segment, of approximately 500' in length, has never been maintained by the City. This segment leads through the Greenbrier Apartments development to Hazel Run, the boundary of Alum Springs Park. There is a sign posted that says "End of City Maintenance." The entire right of way is shown as public property on City tax maps. None of it is being taxed as private property.

City records do not reveal a reason why this last segment is not maintained by the City. A 1966 Council Resolution requesting that the Virginia Department of Highways construct a recreational access road to Alum Springs Park includes a finding that the

ITEM #8C

right-of-way of Greenbrier Street has been or will be acquired by the City. The last segment was dedicated in 1969.

The City is now planning major improvements to Greenbrier Drive and the question of whether to include the last segment of the street should be resolved formally by City Council. If City Council adopts the proposed resolution, then it eliminates any question as to the status of this last segment of Greenbrier Drive. The right-of-way may be eligible for State highway maintenance credits. It may qualify as a recreational access drive.

FISCAL IMPACT:

There will be a cost to the City for the maintenance of the last 500 feet of Greenbrier Drive. However, this is the major motor vehicle access to a public park.



MOTION:

**May 22, 2012
Regular Meeting
Resolution No. 12-**

SECOND:

RE: ACCEPTING GREENBRIER DRIVE RIGHT OF WAY INTO THE CITY STREET SYSTEM AND PETITIONING THE VIRGINIA DEPARTMENT OF TRANSPORTATION TO ACCEPT IT INTO THE STATE URBAN STREET SYSTEM

ACTION:

WHEREAS, Greenbrier Drive provides motor vehicle access from the Blue-Gray Parkway to Alum Springs Park; and

WHEREAS, the Greenbrier Drive public right-of-way was dedicated to the City of Fredericksburg through the recordation of five deeds in the office of the Clerk of Circuit Court of the City of Fredericksburg, as follows:

Deed of Dedication recorded at Deed Book 107, page 281 (1957)
Deed of Easement recorded at Deed Book 108, page 402 (1958)
Deed of Easement recorded at Deed Book 130, page 486 (1965)
Deed of Dedication recorded at Deed Book 130, page 517 (1965)
Deed of Dedication recorded at Deed Book 137, page 158 (1969)

WHEREAS, the City of Fredericksburg expressly accepted the second Deed of Easement, by Resolution adopted July 8, 1958, and the third Deed of Easement by Resolution adopted February 8, 1966;

WHEREAS, the City of Fredericksburg impliedly accepted all of the Deeds except for the 1967 deed, which dedicates the last 511 feet of right of way adjoining the Alum Springs Park;

WHEREAS, all of the Greenbrier Drive right of way is shown on the tax maps maintained by the Commissioner of Revenue's office as public property, but the City has never improved or maintained the last 511 feet of right of way;

WHEREAS, the adjoining landowner supports public acceptance and maintenance of this last segment of Greenbrier Drive;

WHEREAS, the City of Fredericksburg desires to accept the entire length of Greenbrier Drive into the City's street system and to petition the Virginia Department of Transportation to accept this street into the State Urban Street System.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fredericksburg, Virginia hereby accepts the following streets and related lane mileage into the City street system as provided by Section 66-41 of the City Code:

- Greenbrier Drive from the former William Street right of way to Alum Springs Park (____ centerline miles/____ lane miles).

BE IT FURTHER RESOLVED that the Council hereby petitions the Virginia Department of Transportation to accept these same streets into the State's Urban Street System, per Section 33.1-41.1 of the Code of Virginia.

Clerk's Certificate

I, the undersigned, certify that I am Clerk of the Council for the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution 12-____ duly adopted at the City Council meeting held on _____, at which a quorum was present and voted.

Tonya B. Lacey
Clerk of Council

Approved
11 MAY 2012
CFN



MINUTES ARCHITECTURAL REVIEW BOARD

April 9, 2012

7:30 P.M.

City Hall, Council Chambers
Fredericksburg, Virginia

<u>MEMBERS</u>	<u>MEMBERS ABSENT</u>	<u>CITY STAFF</u>
Jamie Scully, Chair Owen Lindauer, Vice Chair Donna Chasen J. Gordon Brown Kerri Barile Susan Pates	Jon Van Zandt	Erik Nelson, Senior Planner Sheree Waddy, Recording Secretary

Mr. Scully called the Architectural Review Board to order at 7:30 p.m.

OPENING REMARKS

Mr. Scully determined that a quorum was present. Mr. Nelson stated that public notice requirements had been met.

APPROVAL OF AGENDA

Mr. Scully announced that there was a Consent Agenda to consider that included Items 1, 2, and 4. He asked the Board if there were any items listed on the Consent Agenda that anyone wanted to move to the Regular Agenda. There was none.

Mr. Scully asked if anyone in attendance wanted to provide public testimony on any item on the Consent Agenda. There were none.

Mr. Scully asked if there were any other changes to the agenda.

Dr. Barile asked to add to Other Business: Item 4 – City Cemetery.

Ms. Chasen made a motion to accept the agenda as amended. Mr. Lindauer seconded. The motion carried unanimously.

REVIEW OF MINUTES

Mr. Scully asked if there were any changes to March 12, 2012 meeting minutes.

Mr. Lindauer made a motion to accept the minutes as submitted. Ms. Pates seconded. The motion carried unanimously.

DISCLOSURE OF EX PARTE COMMUNICATIONS

Mr. Scully asked if any board member had a conflict of interest or had participated in ex parte communications on any of the agenda items.

No one indicated that they had engaged in ex parte discussions.

APPLICATIONS – CONSENT AGENDA

Mr. Nelson presented the following applications:

- 1. 804 Charles Street (W. Scott Howson) – Sign**
- 2. 406 Amelia Street (Adam C. Calinger) – Sign**
- 4. 703 Caroline Street (Peter Schaumber) - Fence**

Mr. Lindauer said he found the proposed applications to be architecturally compatible with the historic aspects of the Historic District and made a motion to grant Certificates of Appropriateness. Ms. Chasen seconded.

Mr. Brown asked if the proposed fence at 703 Caroline Street would be painted or stained.

Mr. Nelson said it would be left natural.

Mr. Scully called for the vote. The motion carried unanimously.

APPLICATIONS – REGULAR AGENDA

- 3. 124 Caroline Street (Wayne Carney) – Exterior alterations**

The applicant, Wayne Carney, was present.

There was no public comment.

Dr. Barile clarified that the post cap was a colonial design.

Mr. Carney said yes.

Mr. Lindauer said he found the proposed railings to be architecturally compatible with the historic aspects of the Historic District and made a motion to grant a Certificate of Appropriateness. Ms. Chasen seconded. The motion carried unanimously.

- 5. 1107 Charles Street (Dr. and Mrs. Vaughn) – Fence**

The applicant, Jodie Vaughn, was present.

There was no public comment.

Dr. Barile asked what material would be used.

Ms. Vaughn said they planned to use mahogany, painted white, with black hardware.

Mr. Lindauer said he found the proposed fence to be architecturally compatible with the historic aspects of the Historic District and made a motion to grant a Certificate of Appropriateness.

Mr. Brown clarified that if mahogany was not used the fence material would still be some type of wood.

Ms. Vaughn said yes.

Ms. Chasen seconded the motion. The motion carried unanimously.

6. 1316 Caroline Street (James O. McGhee) – Exterior alterations

The applicant, James O. McGhee, and his client, Susan Johnston, were present. Mr. McGhee made a detailed presentation and provided a model for the Board's review. The primary issue is getting light into the interior when the Building Code is restrictive about windows near property lines. His solution is to provide a light chimney.

There was no public comment.

Ms. Pates asked for clarification on what portion of the roof would remain and the height difference between the roof lines.

Mr. McGhee reviewed the roof plan and said that there would be approximately an 18 inch height difference in the roof lines.

Mr. Lindauer noted that most of the project would not be visible from the public right of way. He said he appreciated all the detailed information Mr. McGhee presented. He asked when the last addition was built.

Mr. McGhee said he was not sure, but it appeared to be relatively new, probably in the last 50 years.

Mr. Lindauer said the last addition did not appear to have gained any significance in its own right so he was not concerned with any modifications. He asked if trenching would be required for the foundation of the proposed addition.

Mr. McGhee said yes, and added that it would have to be excavated by hand.

Mr. Lindauer suggested that staff or the Virginia Department of Historic Resources be contacted should any archaeological remains be found during excavation.

Ms. Pates asked what the total square feet of the proposed addition would be.

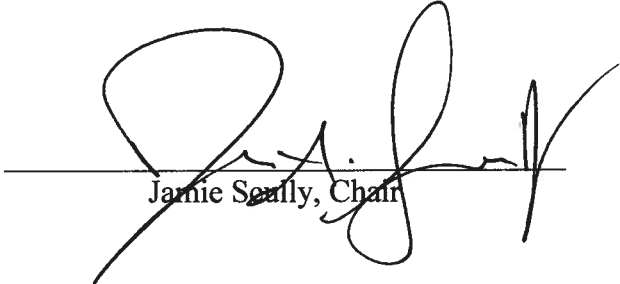
Mr. McGhee said 500 square feet over two stories.

Mr. Lindauer said he found the scale and massing for the proposed addition to be architecturally compatible with the historic aspects of the Historic District and made a motion to grant a Certificate of Appropriateness. Ms. Chasen seconded. The motion carried unanimously.

Other Business

1. Transmittal of Planning Commission agenda – Mr. Nelson explained that there was nothing on the agenda that related to the Historic District.
2. Court house – Mr. Nelson explained that fire rating requirements were impacting the cupola design. He presented a drawing showing the potential need for an internal skylight or other fire rated barrier. He informed the Board that the final design details for the entire court house would be on the May agenda.
3. The Alliance Review (NAPC) – Mr. Nelson transmitted The Alliance Review and informed the Board that it was a good issue on windows.
4. City Cemetery – Dr. Barile asked if the City had plans to mask the bollards. Mr. Nelson said that the issue at the intersection was speed. He said that everything was still conceptual at this point and the question of whether bollards would be used had not yet been decided.

The meeting adjourned at 8:19 p.m.



Jamie Scully, Chair

FREDERICKSBURG
**ECONOMIC
DEVELOPMENT
AUTHORITY**

706 Caroline Street
Fredericksburg, VA 22401

(540) 372-1216
Fax (540) 372-6587

ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

March 12, 2012

The Suite (Second Floor)

**City Hall, 715 Princess Anne Street
Fredericksburg, VA**

The Economic Development Authority of the City of Fredericksburg, Virginia met in regular session on Monday, March 12, 2012, beginning at 8:30 a.m. in the Suite at City Hall.

EDA MEMBERS PRESENT. Joe Wilson, Chairman, presiding. Dana Herlong, Chris Hornung and Bob Carter.

ABSENT. Amy LaMarca, Michael Colangelo and Tom Crimmins.

ALSO PRESENT. **PONShop Studio:** Scarlett Pons; **Riverby Books:** Paul Cymrot; **Jabberwocky and Mock Turtle:** Mona Albertine; **Monkee's:** Linda Arnold; **Worrell Management Group:** Linda Worrell; **EDA Counsel:** Blanton Massey; **Department of Economic Development and Tourism:** Karen Hedelt, Director; Richard Tremblay, Assistant Director for Economic Development; Amy Peregoy, Marketing and Information Specialist.

DETERMINATION OF QUORUM. Dana Herlong determined that a quorum was present.

AGENDA. Karen Hedelt added a Staff Report item – EDT Budget FY2013 update and Dana Herlong added an Old Business item – Façade Improvement Matching Grant Program statement, the agenda was approved.

PUBLIC COMMENTS. None

APPROVAL OF MINUTES. *Regular Meeting Minutes February 13, 2012* - Minutes were approved as presented.

Upon a motion by Bob Carter, seconded by Chris Hornung, the minutes were approved.

CONSENT AGENDA. None

TREASURER'S REPORT. The February financial statement and budget update reports were accepted for the record.

Action Items. None

CHAIRMAN'S REPORT.

- a. Strategic Plan Review, April 9, 2012 special session* - Linda Worrell presented the board with an attendee list, draft agenda and survey to be sent prior to the meeting. The purpose of the meeting is to review the Strategic Plan, accomplished goals, obtain feedback and develop consensus on priorities. After a brief discussion updates will be taken into consideration to the agenda and survey.

- b. *Main Street Formation Committee update*** - Scarlett Pons and Paul Cymrot updated the board on meetings with an estimated 40 business/property owners and members of city council over the last 2-3 months. The response was positive. Funding options and a budget were discussed. They are developing a mission statement along with a list of actionable items that can be done quickly for the downtown area such as beautification projects, a website, a community calendar, more advertisement options and kiosks for flyers. A downtown organization needs to have the support of the EDA and City Council. The organization will be a single voice for downtown merchants. A \$200,000 budget with support and contributions from the city, memberships and events is currently being discussed. Estimated budget line items for staff, \$65,000 program director, \$25,000 administrative assistant. The Main Street board make-up and geographic area of the program were discussed. Ms. Pons & Mr. Cymrot will draft a formal report and mission statement for review, as well as a draft contract with the city and hopes to announce the board later in the spring.
- c.** Chairman Wilson notified the board of correspondence received from the Fredericksburg Historic Foundation, Inc. announcing the EDA will receive one of its 2012 preservation awards at the annual meeting on March 18, 2012. Chairman Wilson and Ms. Herlong will attend to accept the award on behalf of the EDA.

COMMITTEE REPORTS.

- a. *Incentive Review Committee*** - Amy LaMarca and Michael Colangelo were not attendance; Mr. Tremblay notified the board the first meeting will be held March 15th at 8:00 a.m. The committee consists of six members in addition to Ms. LaMarca and Mr. Colangelo and one city council member. Those members are: Vince Martinez, Berkley Mitchell, Jason Cohen, George Solley, Charlie Payne and Marie Frederick.

STAFF REPORT.

- a. *Annual Business Appreciation Event, week of June 4, 2012*** - Mr. Tremblay updated the board; the state has set the week of June 4th for the event. Mary Washington Healthcare has been contacted to host the event at Snowden House.
- b. *Tourism Marketing Plan*** - Ms. Hedelt briefed the board on the requirements for the state application process. To receive state funds Eagle Village Hotel must provide a marketing plan to acquire eligibility. The request will be presented to the City Council for review during the March 13th meeting. City Council has requested a formal review process.
- c. *EDT Budget FY2013*** - Ms. Hedelt reviewed line items on EDT FY2013 budget for the board, \$86,000 for new requests; a total budget of \$950,000 for FY2013, in previous years operating costs have been cut with a total budget of \$866,000 for FY2012. Increases of 20% for advertisement, 40% increase for convention and education, new staff member training, visitor accommodation funds. New proposals are \$45,000 for the Main Street program and \$10,000 for the 150th anniversary of the Battle of Fredericksburg. The \$35,000 retail marketing study is not expected to be funded per Ms. Hedelt. Mr. Carter suggested the University of Mary Washington possibly assist with the research for the marketing study.

OLD BUSINESS.

- a. *Facade matching grant applications, scoring guidelines*** - Mr. Tremblay presented a list of evaluation criteria instead of a scoring system to be used by the Grants Committee. The Grants Committee will meet on March 22nd.

Upon a motion by Bob Carter, seconded by Chris Hornung, the EDA accepted the February 9, 2012 guidelines: Ayes (4); Nays (0).

- b. Façade Improvement Matching Grant Program statement** - Ms. Herlong read a statement (see attached) to the board regarding the removal of her application for a matching grant for Herlong Associates, 1009 Prince Edward Street. Stating she fully intended to recuse herself from discussion and voting, the application had been submitted in accordance with EDA and City accepted practices. Staff stated at the meeting that the application was removed, as directed by the City Attorney. Mr. Massey, EDA counsel, suggested that Ms. Herlong's application should be removed and may be resubmitted should a formal statement be received by March 22nd from the Commonwealth Attorney's office that the application is not a conflict of interest.

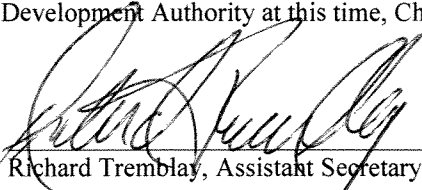
Upon a motion by Chris Hornung, seconded by Bob Carter, the application will be removed and will only be resubmitted based on a letter from the Commonwealth Attorney by March 22nd stating no conflict of interest. Ayes (3); Nays (0), Dana Herlong abstained from the vote.

NEW BUSINESS. None

BOARD MEMBERS COMMENTS. None

ADJOURNMENT.

There being no further business to come before the Economic Development Authority at this time, Chairman Wilson declared the meeting officially adjourned at 10:31 a.m.



Richard Tremblay, Assistant Secretary

I have been encouraged to withdraw Herlong Associates' application for a façade improvement grant. **For the record, I have not yet taken such action.** Having served on the EDA (IDA) for almost 8 years, I am proud of the work, the progress and the accomplishments we have made to enhance economic development opportunities. Our Jumpstart! grants programs have been a model of success.

Recently, under the direction of Chairman Joe Wilson, the EDA expanded our Jumpstart! grants program to include façade improvements with the goal of assisting qualified downtown commercial properties owners and city-owned businesses to invest in upgrades to their buildings. It is hoped that the capital improvements will spur more businesses to take pride in their properties and increase the economy by drawing visitors, clients and patrons to the commercial downtown. This is especially important during the recent economic challenges.

As a result of this program, economic development continues to thrive in the downtown, giving hope to many applicants that have or are in the process of upgrading their properties, confident that the EDA is their partner. The program is popular and applicants are lining up. Restaurants, professional business offices, merchants and schools are qualifying.

Multiple neighboring properties have been awarded between \$10,000 and \$25,000 to enhance their facades, highlighting the needed improvements to the Herlong Associates property.

At a recent EDA grants committee meeting and again at the last EDA board meeting, Herlong Associates was encouraged by the grants committee members, staff and EDA board members to apply for a façade improvement grant. During the candid discussions, I was emphatically told that it was standard practice for EDA members to simply ask to be recused from the vote process, stating a conflict of interest. The board discussion during our January EDA Meeting, with our legal counsel present was very transparent and convincing. The façade application was submitted, with the full intent that I recuse myself from deliberation and voting.

I concur with each of you that this has been the observed practice over the years in the City. I have witnessed members of boards, commissions, authorities and Council members recuse themselves when they have a conflict of interest. They do not participate in deliberation or the vote, allowing other members to weigh in with their votes.

Last week, I was informed by Blanton Massey that he and Kathleen Dooley had consulted to determine if the Herlong grant application was appropriate and viable. They had concluded that the application was inappropriate and must be withdrawn. Through Blanton, the two suggested I do so prior to this meeting.

Their suggestion was met with several questions to Blanton about past EDA potential conflicts. He responded with the fact that he never had thought about the comparison of a member application with many other examples of members with vested interests recusing themselves that he had observed as the EDA counsel. He said my points were well made and he suggested he would have to think about the examples further.

Having fully considered all issues and the advise of the EDA at our meetings, I believe the application to be appropriate and viable. I anticipate the application will be given the same consideration as neighboring business properties, unless this Authority can demonstrate a change in official policy that has recently occurred.

Read at EDA Regular Meeting, Item 11B, Monday, March 12, 2012, by DWH.

FREDERICKSBURG
**ECONOMIC
DEVELOPMENT
AUTHORITY**

706 Caroline Street
Fredericksburg, VA 22401

(540) 372-1216
Fax (540) 372-6587

JOINT MEETING WITH EDA CITIZEN ADVISORY COMMITTEE
Monday, April 9, 2012
Courtyard by Marriott Hotel, Mary Washington Room
620 Caroline Street
Fredericksburg, VA 22401

The Economic Development Authority (EDA) of the City of Fredericksburg met with the EDA Citizen Advisory Committee on Monday, April 9, 2012, beginning at 8:00 a.m. in the Mary Washington Room at the Courtyard by Marriott Hotel, 620 Caroline Street, Fredericksburg, VA. The following people were present:

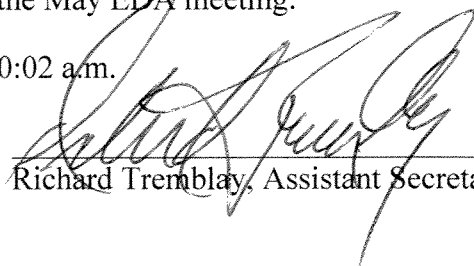
EDA Members: Joe Wilson, Chris Hornung, Dana Herlong, Tom Crimmins and Michael Colangelo.

EDA Citizen Advisory Committee Members:

Linda Arnold, Gene Bailey, Sue Bridi, Mike Degen, Steve D'Lugos, Alan Edwards, Dori Eglevsky, Marie Frederick, Wilson Greenlaw, Sue Henderson, Roy Jarnecke, Charlie McDaniel, Jeff Rouse, Russ Smith, Susan Spears and Kathryn Willis. **EDA Counsel,** Blanton Massey; **Department of Economic Development and Tourism: Director:** Karen Hedelt; **Economic Development Assistant Director:** Richard Tremblay; **Marketing and Information Specialist:** Amy Peregoy, **Facilitator:** Linda Worrell, Worrell Management Group.

Chairman Wilson welcomed the attendees and gave a brief overview of the Fredericksburg Economic Development Authority Strategic Plan, 2010-2015; Chris Hornung stated the mission of the EDA, gave opening remarks along with a review of recent activity to date and introduced Linda Worrell. Ms. Worrell gave a presentation on survey results regarding the five most important initiatives to accomplishing the EDA's mission: 1. Financial support for Main Street, 2. Grants for business attraction and retention, 3. Matching grants for façade improvements, 4. Funding support for tourism marketing, 5. Sophia Street redevelopment in conjunction with development of Riverfront Park. Wilson Greenlaw presented an update on Main Street. Discussion centered on four topics: Main Street, Grants Programs, Sophia Street/Riverfront Park Development and Tourism. Ms. Worrell solicited feedback during the session from all the members. Ms. Worrell will present her findings at the May EDA meeting.

After a brief discussion, the meeting adjourned at 10:02 a.m.



Richard Tremblay, Assistant Secretary

FREDERICKSBURG
**ECONOMIC
DEVELOPMENT
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706 Caroline Street
Fredericksburg, VA 22401

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ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

April 9, 2012

**Courtyard by Marriott Hotel, Mary Washington Room
620 Caroline Street
Fredericksburg, VA**

The Economic Development Authority of the City of Fredericksburg, Virginia met in regular session on Monday, April 9, 2012, beginning at 10:10 a.m. in the Mary Washington Room in the Courtyard by Marriott.

EDA MEMBERS PRESENT. Joe Wilson, Chairman, presiding. Chris Hornung, Tom Crimmins and Michael Colangelo.

ABSENT. Amy LaMarca, Dana Herlong and Bob Carter.

ALSO PRESENT. **Fredericksburg Area Museum and Cultural Center:** Ellen Killough, Director; Christa Stabler, COO; **Inn at the Olde Silk Mill:** Ed Whelan, Owner; **Free Lance-Star:** Bill Freehling; **EDA Counsel:** Blanton Massey; **Department of Economic Development and Tourism:** Karen Hedelt, Director; Richard Tremblay, Assistant Director for Economic Development; Amy Peregoy, Marketing and Information Specialist.

DETERMINATION OF QUORUM. Joe Wilson determined that a quorum was present.

AGENDA. Karen Hedelt added Children's Museum as a Staff Report item, the agenda was approved.

PUBLIC COMMENTS. Ellen Killough, Director, Fredericksburg Area Museum and Cultural Center, presented a package to the board which included a tracking tool for visitation to the museum. Ms. Killough also reviewed the grants that were submitted during this cycle, she thanked the EDA for their support.

APPROVAL OF MINUTES. *Regular Meeting Minutes March 12, 2012* - Minutes were approved as presented.

Upon a motion by Chris Hornung, seconded by Tom Crimmins, the minutes were approved.

CONSENT AGENDA. None

TREASURER'S REPORT. The March financial statement and budget update reports were accepted for the record.

Action Items. None

CHAIRMAN'S REPORT.

Chairman Wilson updated the board on his and Dana Herlong's attendance at the HFFI awards ceremony, where the EDA received recognition for the façade grant program.

Chairman Wilson mentioned the article in the Free Lance-Star and his disappointment regarding the Rappahannock River sediment study deadline being missed by the Army Corps of Engineers. He requested Ms. Hedelt keep the board informed of City Council's updates regarding this issue.

- a. **Strategic Plan Review, April 9, 2012, Recap** - Chairman Wilson opened up conversation regarding private investment for Sophia Street along the Riverfront. After a brief discussion, he asked Michael Colangelo and Tom Crimmins to meet and come up with the first step in determining property owner and developer interest in building new projects in the corridor.
- b. **Oktoberfest Event** - Chairman Wilson addressed the petition being circulated by Jerry Ulman for the relocation of the event to Sophia Street from Caroline Street. Matt Simmons, owner of Capital Ale House, said he will not be a participant if the event is moved. Chairman Wilson explained the ABC regulations and how it affects the event location. Ms. Hedelt informed the board on previous attendance and success of the event.

Upon a motion by Michael Colangelo, seconded by Tom Crimmins, the EDA voted to inform the City Manager of the EDA's support of keeping Oktoberfest on Caroline Street: Ayes (4); Nays (0).

COMMITTEE REPORTS.

- a. **Incentive Review Committee** - Amy LaMarca was not attendance; Mr. Tremblay briefed the board on the Committee's March 15th meeting and the recommendation that the Technology Zones be citywide. Ms. Hedelt requested this item be tabled until the May meeting to allow for additional staff research and an additional meeting to focus on tourism zone incentives.
- b. **Grants Committee Report – Dana Herlong and Richard Tremblay** - Mr. Tremblay gave a brief overview of the Grants Committee recommendations for the March 1, 2012 grant cycle.

Upon a motion by Chris Hornung, seconded by Michael Colangelo, the EDA approved the grants as recommended by the committee: Ayes (3); Nays (1) Tom Crimmins; motion carries.

STAFF REPORT.

- a. **Annual Business Appreciation Event, week of June 4, 2012** - Ms. Hedelt presented a budget to the board for the event. She requested \$7,000 for funding the event catering, invitations, advertisements, etc. Mary Washington Healthcare will be hosting the event at Snowden House.

Upon a motion by Michael Colangelo, seconded by Tom Crimmins, the EDA approved a budget of up to \$7,000 for the Business Appreciation Event: Ayes (4); Nays (0).

- b. **2012 Heritage Festival, Fredericksburg Heritage Festival Committee letter of March 27, 2012** - Ms. Hedelt briefed the board on the Heritage Festival Coordinator, Roberta Gold's efforts regarding consistent funding for the event. Chairman Wilson requested \$5,000 be approved as a contribution towards the fireworks at the 2012 Heritage Festival with the \$7,500 balance of the city's funding expected to come from City Council.

Upon a motion by Michael Colangelo, seconded by Chris Hornung, the EDA approved \$5,000 for the fireworks display at the 2012 Heritage Festival: Ayes (4); Nays (0).

- c. **Itty Bitty City, Summer 2012 Contest Promotion, Free Lance-Star funding request for prize money** - Ms. Hedelt requested \$1,000 sponsorship grant for prize money for the event.

Upon a motion by Tom Crimmins, seconded by Chris Hornung, the EDA approved a \$1,000 grant for the prize money for the Itty Bitty City, Summer 2012 Contest Promotion: Ayes (4); Nays (0).

- d. *Vectec E-Commerce Matching Grant program, Quarterly Report, January – March 2012* - Mr. Tremblay briefed the board on the current approved applicants and pending applicants.

OLD BUSINESS. None

NEW BUSINESS.

- a. *Princess Anne Restoration, LLC, 1707 Princess Anne Street, Downtown/Princess Anne Street Tourism Zone Incentive Agreement* - Mr. Tremblay presented the City Council approved incentive agreement.

Upon a motion by Tom Crimmins, seconded by Chris Hornung, the EDA approved the incentive agreement: Ayes (4); Nays (0).

- b. *Eagle Village Hospitality, LLC, Eagle Village Hotel, Amendment to Performance Agreement for Virginia Tourism Development Financing* - Ms. Hedelt updated the board on the state tourism incentive program. The existing performance agreement must be updated. After a brief discussion of any financial implications, the board approved the amendment of the Performance Agreement: Ayes (4); Nays (0).

- c. *Children's Museum* - Ms. Hedelt requested recruitment assistance from the EDA. Chairman Wilson requested Michael Colangelo assist; Mr. Colangelo accepted.

BOARD MEMBERS COMMENTS. None

CLOSED SESSION.

Tom Crimmins made a motion that the EDA adopt a Resolution for the purpose of discussing a potential incentive agreement related to a prospective business where no previous announcement has been made of the business's interest in locating its facilities in the City of Fredericksburg. The closure is pursuant to Virginia Code 2.2-3711.A.5. It was seconded by Chris Hornung and passed by the following recorded votes; Ayes (4); Nays (0).

Whereupon the members went into closed session.

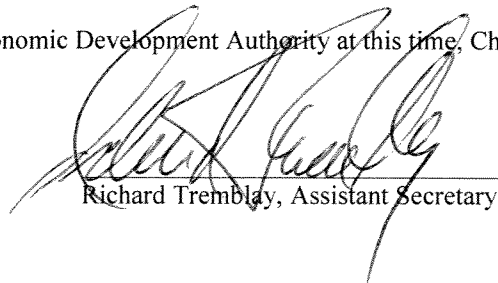
After the closed meeting, the Chairman, Joe Wilson, declared the EDA back in open session.

A motion was made by Tom Crimmins, to adopt a Resolution, certifying the proper conduct of the closed session. It was seconded by Chris Hornung; the motion was passed upon affirmation: Ayes (4); Nays (0).

No action was taken on the matter.

ADJOURNMENT.

There being no further business to come before the Economic Development Authority at this time, Chairman Wilson declared the meeting officially adjourned at 11:55 a.m.



Richard Tremblay, Assistant Secretary

FREDERICKSBURG
ECONOMIC
DEVELOPMENT
AUTHORITY

MOTION: Crimmins

April 9, 2012

SECOND: Hornung

Regular Meeting

Resolution No. 12-10

AUTHORIZING THE CHAIRMAN TO EXECUTE A PERFORMANCE AGREEMENT WITH PRINCESS ANNE RESTORATION, LLC, INN AT THE OLD SILK MILL. LLC, THE CITY OF FREDERICKSBURG AND THE FREDERICKSBURG ECONOMIC DEVELOPMENT AUTHORITY, FOR TAX INCENTIVES IN THE DOWNTOWN/PRINCESS ANNE STREET TOURISM ZONE

ACTION: Approved

DATE OF ADOPTION: April 9, 2012

WHEREAS, the City Council adopted Ordinance 07-31 on July 10, 2007, establishing the "Downtown/Princess Anne Street Corridor" as a Tourism District, as amended by Ordinance 10-33 adopted by City Council on October 26, 2010, by authority of Virginia Code §58.1-3851. The purpose of the District is to provide economic incentives and regulatory flexibility for eligible business entities which will attract visitors from the Fredericksburg region, make a substantial investment, and create new jobs. The new and expanded businesses that participate in this Tourism Zone will enhance the revitalization efforts in the historic heart of the City;

WHEREAS, Fredericksburg Comprehensive Plan (2007) identifies the Downtown as a "Key Area," "critical to the economic health and well-being of Fredericksburg." The Comprehensive Plan's Downtown Goals include the protection of the character of Fredericksburg's historic area and city center environment, to preserve a sense of place, promote economic strength, and ensure the City's continuing appeal to residents, business people, and visitors. The Comprehensive Plan includes a Downtown Policy to encourage development of "destination" activities and unique uses downtown, and a Downtown Initiative to pursue innovative financing strategies to encourage and facilitate development in the downtown, including the establishment of the tourism zone;

WHEREAS, the Princess Anne Street Gateway Corridor Overlay District encourages redevelopment in order to preserve the aesthetic, natural and historic values of the Princess Anne Street corridor;

WHEREAS, Princess Anne Restoration proposes to complete the restoration of the 1880's silk mill factory building located at 1707 Princess Anne Street for use as a public assembly space, including banquets, meetings, conferences, tour group dinners, weddings, receptions and concerts. This project advances the City's historic preservation and economic development goals and the property location lies within the City's Downtown/Princess Anne Street Corridor Tourism District;

WHEREAS, the City Manager has negotiated a proposed Performance Agreement ("Agreement"), whereby the City and the Fredericksburg Economic Development Authority (EDA) will provide certain incentives to Princess Anne Restoration, LLC and Inn at the Old Silk Mill, LLC in exchange for completion of the silk mill factory renovations as a public assembly space and expanded operations of the Inn at the Old Silk Mill; and

WHEREAS, City Council adopted Resolution No. 12-20 at its March 27, 2012 meeting which authorizes the City Manager to execute, deliver and carry out the terms of the Agreement on behalf of the City of Fredericksburg, and

WHEREAS, the EDA wishes to authorize the Chairman to execute the Agreement with Princess Anne Restoration, LLC and Inn at the Old Silk Mill, LLC with the EDA functioning as the conduit for the performance grant as provided in the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the EDA authorizes the Chairman to execute, deliver and carry out the terms of the Agreement entitled, "Performance Agreement, City of Fredericksburg, Fredericksburg Economic Development Authority, Princess Anne Restoration, LLC and Inn at the Old Silk Mill, LLC." on behalf of the EDA, in substantially the form submitted for approval.

Votes:

Ayes: 4

Nays: 0

Absent from Vote: 3

Absent from Meeting: 3

CERTIFIED COPY: _____


EDA Assistant Secretary

FREDERICKSBURG
ECONOMIC
DEVELOPMENT
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April 9, 2012
Regular Meeting
Resolution No. 12-11

AUTHORIZING THE CHAIRMAN TO EXECUTE A PERFORMANCE AGREEMENT WITH THE UNIVERSITY OF MARY WASHINGTON FOUNDATION, EAGLE HOSPITALITY, LLC, THE CITY OF FREDERICKSBURG AND THE FREDERICKSBURG ECONOMIC DEVELOPMENT AUTHORITY, FOR TAX INCENTIVES IN THE DOWNTOWN/PRINCESS ANNE STREET TOURISM ZONE

ACTION: Unanimous Consent, 4-0

DATE OF ADOPTION: April 9, 2012

WHEREAS, the City Council of the City of Fredericksburg established the Eagle Village Tourism Zone by the adoption of Ordinance 10-32 on October 26, 2010, pursuant to the authority of Virginia Code §58.1-3851;

WHEREAS, the City of Fredericksburg, the Fredericksburg Economic Development Authority, and the University of Mary Washington Foundation entered into a Performance Agreement dated May 16, 2011 which provides for an economic incentive using local sales and use tax revenues, for the proposed re-development of a site within the Eagle Village mixed use shopping center as a new hotel (“the Hotel”);

WHEREAS, pursuant to Virginia Code §58.1-3851.1, the Virginia Tourism Authority approved a tourism plan submitted by the City of Fredericksburg entitled “City of Fredericksburg Tourism Development Plan: Who We Are, Situation Analysis, Target Markets, Objectives, Strategies and Tactics”, dated February 2012, which describes the overall scope and concept of the Hotel and identifies the specific deficiency in the local tourism economy that the Hotel is proposed to fill;

WHEREAS, the Virginia Comptroller has certified the Hotel project as qualifying for the entitlement to state sales tax revenues provided in Virginia Code §58.1-3851.1;

WHEREAS, the Foundation wishes to access entitled state tax revenues pursuant to Virginia Code §58.1-3851.1, and has proposed to enter into an amended performance agreement in order to qualify for these revenues;

WHEREAS, the City Council at its meeting of March 13, 2012, adopted ordinance 12-05 approving the Tourism Development Plan and authorizing the City Manager to execute, deliver and carry out, on behalf of the City of Fredericksburg, the terms of the Performance Agreement between the City, the Fredericksburg Economic Development Authority, University of Mary Washington Foundation, and Eagle Hospitality, LLC, in order for Eagle Hospitality to pay the required access fee and receive the entitled state sales tax revenues generated by transactions taking place on the premises of the Hotel, along with matching local sales tax revenues;

WHEREAS, the EDA wishes to authorize the Chairman to execute the Performance Agreement with The University of Mary Washington Foundation and Eagle Hospitality, LLC, with the EDA functioning as the conduit for the performance grant as provided in the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the EDA authorizes the Chairman to execute, deliver and carry out the terms of the Agreement entitled, "Performance Agreement, City of Fredericksburg, Fredericksburg Economic Development Authority and the University of Mary Washington Foundation" on behalf of the EDA, in substantially the form submitted for approval.

Votes:

Ayes: 4

Nays: 0

Absent from Vote: 3

Absent from Meeting: 3

CERTIFIED COPY: _____



EDA Assistant Secretary

**Resolution 12-12 for Economic Development Authority to Hold Closed Meeting Under
The Virginia Freedom Of Information Act**

Date of Adoption: April 9, 2012

Proposed by: _____

Resolved that the Economic Development Authority convene a closed meeting under the Virginia Freedom of Information Act in order to discuss:

☐ **Personnel** – specific City officers, appointees, or employees, for the purpose of considering such person's assignment, appointment, promotion, performance, demotion, salary, disciplining, or resignation, under Virginia Code §2.2-3711.A.1

☐ **Real Property** -

☐ **the acquisition of real property**

for the purpose of discussing acquisition of real property for a public purpose, specifically, the expansion of an existing recreation facility, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Economic Development Authority, under Virginia Code 2.2-3711(A)(3).

☐ **the disposition of publicly held real property,**

☒ **Prospective Business** -

☒ **a prospective business or industry, OR**

☐ **the expansion of an existing business or industry,**

for the purpose of, a potential performance incentive agreement, where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community, under Virginia Code §2.2-3711.A.5.

☐ **Legal Matters** -

☐ **actual litigation** specifically, _____,

with legal counsel, where such consultation in open session would adversely affect the negotiating or litigating posture of the Economic Development Authority, **OR**

☐ **probable litigation** with legal counsel, staff, or consultants, where (1) litigation has been specifically threatened or on which the Economic Development Authority or its counsel has a reasonable basis to believe will be commenced by or against a known party, and (2) such consultation in open session would adversely affect the negotiating or litigating posture of the Economic Development Authority, **OR**

☐ **legal matters,** _____, with counsel, where such matters require the provision of legal advice, under Virginia Code §2.2-3711.A.7.

☐ **Other** – (Specify subject matter, purpose of discussion, and applicable Code Section)

FREDERICKSBURG
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706 Caroline Street
Fredericksburg, VA 22401

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RESOLUTION 12-13

CERTIFICATION OF CLOSED MEETING

IT IS HEREBY RESOLVED by the Economic Development Authority of the City of Fredericksburg, Virginia, as follows:

WHEREAS, the Authority has convened a closed meeting under Virginia Code §2.2-3711.A.5, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712.D of the Code of Virginia requires a certification by this Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law (Chapter 37 of Title 2.2) were heard, discussed or considered in such closed meeting, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting by the Authority.

Date of Adoption: April 9, 2012

AYES: 4

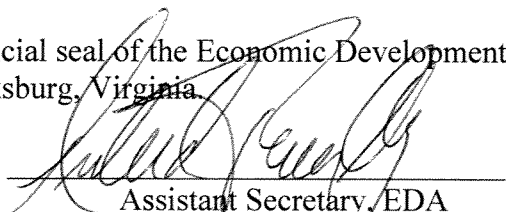
NAYS: 0

CERTIFICATION: Secretary's Certificate

I, the undersigned, certify that I am the Assistant Secretary for the Economic Development Authority of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution 12-13 duly adopted at a meeting of the Economic Development Authority held on April 9, 2012 at which a quorum was present and voted.

Given under my hand and the official seal of the Economic Development Authority of the City of Fredericksburg, Virginia

Date: 4/12/12


Assistant Secretary, EDA

CLEAN & GREEN COMMISSION

Minutes

Monday, March 5, 2012– 6:00 p.m.

Members present: Anne Little, Anthony Catanese, David Dorsey, Paula Chow, Carolyn Helfrich, Mike Ward (Parks and Rec), Nancy Segarra (Public Works), Eric Nelson (Planning)

Meeting called to order at 6:05 p.m.

Public Comment Period – Bill Greenlaw joined our meeting late and made some comments at the end of the meeting re trees and parks and downtown

The minutes from 2/6/12 were passed with corrections, with a motion from Paula Chow and a second from Carolyn Helfrich

Clean Committee Update given by Paula Chow.

- Marine Corps half marathon 2012 is on May 20. The expo, Healthy Lifestyle Expo at the Conference Center at Central Park. The event will be held the two days prior to the event and we will have a table (compliments of the Marine Corp) at the event all day on May 18 & 19. Paula will work with the event coordinator and EDA to ensure that Caroline Street is cleaned earlier than last year, hopefully right after the race is finished so that downtown can have a clean street for retail that day.
- Cigarette Butt Campaign phase 2 – All of the metal street ashtrays are out (one was returned because of concerns that it could be used as a tool to break the jewelry store window). Paula will check to see if a wall mounted ashtray would work in this location. We are receiving the pocket ashtrays in the next week and will start getting those out with the posters “Butts are Litter Too”. Posters will go to retail stores, parks, and other areas to highlight our campaign. Mike Ward will put a sign in all park kiosks. Paula will get the ashtrays for the back doors of establishments distributed. Paula will check to see if the KAB litter grant is available this year and will apply quickly.
- Trash pickup- we discussed un-bagged trash at some residents and apartment buildings on trash day. Nancy Segarra asked that report any places where we see this problem. Julie May from R board will come to our next meeting to discuss school recycling. Commission members will invite school board members to attend.
- David Dorsey will make a list of no parking between 5-8am signs to be removed on Brompton and Marye Streets and will submit these to Dave King for approval.

Green Working Group Updates

- Downtown – 27 Downtown trees being planted this month. 275 trees being installed. 175 along Princess Anne St, 50 Hanover from Prince Edward to Littlepage, and 50 on Fall Hill Ave from Hwy 1 to Hanson Avenue.
- Canopy agreement with the state being put together by Erik Nelson and Dave King for presentation to Council.
- We are minimizing planting of maples because of invasive Asian Longhorn Beetle infestation coming on the east coast.

- We need to give Kevin Utt standards for planting for Unified Dev Ordinance asap
- David Dorsey brought in the info on mulch substitute for downtown. We will discuss more at the Green Meeting in April.
- We briefly discussed GIS for trees and will need to work with Suzanne Goodman in IT.
- We discussed the problems with fios and underground cables interfering with tree planting and will ask Dave King for input on how to work closer with utility companies.

Next Meetings/Events

Saturday	3/24	Tree Planting	9am	Hanover & Kenmore
Saturday	3/31	Tree Planting	9am	Princess Anne & Fauquier St
Monday	4/2	Clean & Green Commission	6 pm	City Hall
Tuesday	4/10	Green Working Group	8 am	City Hall
Friday	4/20	Arbor Day Event w/Garden Clubs	10 am	Kenmore

Adjournment at 7:15 pm

CLEAN & GREEN COMMISSION

Minutes

Monday, April 2, 2012– 6:00 p.m.

Members Present: Pat Chen(Ward 1), Anne Little (Ward 2), Anthony Catanese (Ward 4), David Dorsey (at Large), Paula Chow (at Large), Carolyn Helfrich (Arborist), George Solley (City Council). **Ex-officio Members:** Mike Ward (Parks and Rec), Diane Jones (R Board), Nancy Segarra (Public Works), Eric Nelson (Planning)

Meeting Called to order at 6pm

The minutes of 3/5/12 were approved unanimously with a motion from David Dorsey and a second from Paula Chow.

Clean Committee

Julie May from R board gave a presentation about the recycling efforts of the schools in Stafford and the City. Stafford has 30 schools and they have a 34% rate of recycling. There is no formal efforts being done in the city schools. The High School has some recycling done ad hoc by the teachers. Stafford has bins in Classrooms, halls and cafeteria. Julie is contacting Stafford to get their costs. The costs are not negligible but Stafford is still supporting the efforts and they tie SOL's to the effort. Spotsy schools have eliminated recycling because of cost. Julie needs to work with the recycler here in the City to see what the threshold would be to make recycling cost effective. We will continue to explore this.

Sidewalk Cafes – Keeping them clean – We discussed the problems of cigarette butts and restaurant trash that have a license to use the city sidewalks as part of the restaurant and put tables on the sidewalk. We discussed changing the sidewalk ordinance to tighten the rules on restaurants and require them to clean more frequently and at the close of business. It was decided that Erik and Anne Little would get a meeting with Mark Whitley and the city Attorney to explore this further.

Paula briefed us on efforts for the Marathon including the 2012 Healthy Lifestyle Expo – May 18 & 19

We discussed the Cigarette Butt Campaign phase 2 briefly and will be rolling out more efforts in May and June

Green Working Group Updates

Canopy agreement with the state has been signed and we are committed to increasing our canopy by 5% over the next 10 years. We need to determine how many trees would constitute an increase of 5%. We will explore that with possible help from the state and UMW

Artificial mulch around the trees in downtown was discussed. David Dorsey brought the material to show and he is exploring this with Dave King and Wes White. We will try and do a demo at the next Green meeting in May.

The meeting was adjourned at 7:10 p.m.

POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION (PRTC)

OFFICIAL COMMISSION MEETING

MINUTES

DATE: April 5, 2012

TIME: 7:00 p.m.

LOCATION: PRTC Transit Center
14700 Potomac Mills Road, 2nd Floor
Woodbridge, VA 22192-6811

1. CALL TO ORDER

In Chairman May's absence, Vice Chairman Jones called the meeting to order at 7:00 p.m., with a quorum present.

2. ROLL CALL

MEMBERS PRESENT

*Richard Anderson	Virginia House of Delegates
*Thelma Drake	Department of Rail and Public Transportation
*John Jenkins	Prince William County
Immediate Past Chairman	
*Frank Jones, Vice Chairman	City of Manassas Park
*Jackson Miller	Virginia House of Delegates
*Marty Nohe	Prince William County
*Frank Principi	Prince William County
*Susan Stimpson, Secretary	Stafford County
*Jonathan Way	City of Manassas

MEMBERS ABSENT

Maureen Caddigan	Prince William County
Wally Covington	Prince William County
Fred Howe, Treasurer	City of Fredericksburg
Michael May, Chairman	Prince William County
Paul Milde	Stafford County
Benjamin Pitts	Spotsylvania County
Toddy Puller	Virginia Senate
Gary Skinner	Spotsylvania County

ALTERNATES PRESENT

*Hilda Barg	Prince William County
*Patrick Durany	Prince William County
*Matthew Kelly	City of Fredericksburg
*Lorraine Lasch	Prince William County

ALTERNATES ABSENT

John Budesky	City of Manassas
Brad Ellis	City of Fredericksburg
Suhas Naddoni	City of Manassas Park
Hal Parrish	City of Manassas
Steve Pittard	Department of Rail and Public Transportation
Corey Stewart	Prince William County
Bob Thomas	Stafford County
Ty Schieber	Stafford County
William Wren	City of Manassas Park

*Voting Member

STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Doris Chism	PRTC Dir., Customer Service & Dispatch
Christopher Der	PRTC Transportation Apprentice
Joyce Embrey	PRTC Dir., Finance & Administration
Althea Evans	PRTC Dir., Marketing & Communications
Shanta Garth	FIRST TRANSIT AGM-Accounting & Admin.
Al Harf	PRTC Executive Director
Randy Helwig	PRTC Accountant III
Robb Howell	FIRST TRANSIT General Manager
Angela Horan	PRTC Legal Counsel
Todd Johnson	FIRST TRANSIT Maintenance Manager
Eric Lee	FIRST TRANSIT Safety & Training Manager
Bob Leibbrandt	PWC Budget & Analysis
Steve MacIsaac	VRE Legal Counsel
Eric Marx	PRTC Dir., Planning & Operations
Mary Marshall	PRTC Accounting & Budget Manager
Betsy Massie	PRTC Dir., Grants & Project Management
Paul Pitchke	FIRST TRANSIT AGM-Operations
Cynthia Porter-Johnson	PRTC Transportation Project Manager
Chuck Steigerwald	PRTC Manager of Planning & Quality Assurance
Dale Zehner	VRE Chief Executive Officer

- | | | |
|----|----------------------|-----------------------------|
| 3. | INVOCATION | Led by Commissioner Way. |
| 4. | PLEDGE OF ALLEGIANCE | Led by Commissioner Jenkins |

5. CITIZENS' TIME No citizens came forward.

6. PRESENTATIONS

A. First Transit General Manager Robb Howell – Employee Recognition and Operations Report.

Mr. Howell recognized the February 2012 Operator-of-the-Month Tyrone Beckman. Mr. Beckman operates the Woodbridge B bus service.

Mr. Howell reported 19 commendations (for 16 different operators) were received during the month of March. Continuing, Mr. Howell noted a significant decrease in complaints and complaint rates compared to February (when the last operator pick occurred and complaints spiked upward) – on OmniRide the complaint rate was 7.48 per 10,000 trips (vs. 8.36 per 10,000 trips in February) and on OmniLink the complaint rate was 5.16 per 10,000 trips (vs. 7.01 per 10,000 trips in February). Year-to-date rates on both OmniRide and OmniLink remain higher than for the same three month period last year, however.

Mr. Howell also reported that the accident frequency rate for the month of March is 1.13 per 100,000 miles (there were 6 accidents -- one preventable and five non-preventable).

Concluding his remarks, Mr. Howell reported that the “Virginia State Bus Rodeo” hosted by Hampton Roads Transit (HRT) took place on March 31, 2012 in Norfolk, Virginia. First Transit had three bus operators compete in the bus rodeo, who finished “in the middle of the pack.”

7. APPROVAL OF MINUTES

RES 12-04-01 Minutes of March 1, 2012.
[PRTC]

Commissioner Kelly moved, with a second by Commissioner Way, to approve the Minutes, as presented. There was no discussion on the motion. (KELLY\WAY; WITH MAJORITY VOTE, BARG\LASCH\STIMPSON ABSTAINED)

8. AGENDA APPROVAL

RES 12-04-02 Agenda of April 5, 2012.
[PRTC]

Commissioner Principi moved, with a second by Commissioner Kelly, to approve the Agenda, as presented. There was no discussion on the motion. (PRINCIPI\KELLY, UNANIMOUS)

9. CONSENT AGENDA APPROVAL

RES 12-04-03
[PRTC]

Commissioner Jenkins moved, with a second by Commissioner Kelly to approve the Consent Agenda, as presented. (JENKINS\KELLY, UNANIMOUS)

RES 12-04-04 A. Jurisdictional Financial Report.
[PRTC]

Accepted the jurisdictional financial report for the period ended January 31, 2012, as presented. (JENKINS\KELLY, UNANIMOUS)

RES 12-04-05 B. Procurement Authorization for Security Services.
[PRTC]

Authorized the Executive Director to advertise for the competitive procurement of on-site security services for the PRTC Transit Center, as presented. (JENKINS\KELLY, UNANIMOUS)

RES 12-04-06 C. Procurement Authorization for Employer-Outreach
[PRTC] Transportation Demand Management Services.

Authorized the Executive Director to competitively procure consultant assistance to perform transportation demand management employer outreach services, as presented. (JENKINS\KELLY, UNANIMOUS)

RES 12-04-07 D. Stafford County FY 2012 Second Quarter Reimbursement.
[Stafford]

Authorized the budget and appropriation of \$579,534 of Stafford County's motor fuels tax account for reimbursement of transportation expenditures for the second quarter of FY 2012, as presented. (JENKINS\KELLY, UNANIMOUS)

10. VIRGINIA RAILWAY EXPRESS (VRE)

[VRE] A. Operations Board Meeting Agenda and Minutes of
March 16, 2012. There were no comments.

[VRE] B. Chief Executive Officer's Report (03/12).

Mr. Zehner reported that the average daily ridership for March was 18,881. System-wide on-time performance in March was 97% (97% and 98% on the Fredericksburg and Manassas Lines, respectively). He also reported that March delays were predominantly a consequence of railroad switch/signal failures – seventeen such delays occurred.

Mr. Zehner also reported that the VRE Operations Board/Executive Committee has hired Krauthamer and Associates to recruit a new VRE Chief Executive Officer (CEO). Krauthamer and Associates is a local firm with extensive local and national experience in the transportation industry, including successful recruitments for APTA, CSXT, MBTA, LIRR, NJ Transit, SEPTA, and WMATA. An update about the recruitment will be provided at the VRE Operations Board's May meeting.

Moving to another subject, Mr. Zehner reported VRE has concluded its series of public hearings to receive comments regarding a proposed three percent system-wide fare increase. Public Hearing attendance was the lowest it has ever been, comments were sparse, and there was virtually no expressed opposition to the fare increase, which Mr. Zehner attributed to VRE's improved on-time performance.

Concluding his remarks, Mr. Zehner reported that VRE commenced its annual "Meet the Management" program at Union Station yesterday. These events are an excellent opportunity to show appreciation to VRE's riders, especially for VRE's 20th Anniversary. A "string quartet" performed at Union Station and "brass quintets" will perform next week at the L'Enfant, Crystal City, and Alexandria VRE stations.

Commissioner Jenkins asked Mr. Zehner to provide one of his constituents -- Mr. Scarborough -- the facts regarding the delay that occurred on the eastbound rail line in March.

Commissioner Principi noted an increase in complaints from riders boarding at the Woodbridge VRE station about increased crimes occurring in the parking deck and about the low utilization of the new "kiss n ride" parking lot. Commissioner Principi asked if the subject parking deck has cameras installed and if cameras are present in other VRE parking decks. Mr. Zehner replied that the Woodbridge VRE parking deck does not have cameras, and went on to say that only the City of Manassas parking deck has cameras, which were installed at the City's expense.

Commissioner Principi also asked if VRE tracks "911" emergency calls and incidents that occur in the parking structures. Mr. Zehner explained that VRE only tracks e-mails and phone calls. If an individual calls 911, the caller deals directly with the local police. Commissioner Principi went on to ask what can be done to minimize crime in the Woodbridge parking deck. Mr. Zehner replied that VRE staff will confer with the Prince William County Police, who may place undercover officers at the station.

With regard to low utilization of the new "kiss n ride" parking lot, Mr. Zehner noted that it could be a matter of getting off to a slow start. Advertising of the new kiss n ride parking lot did take place among VRE's riders. He also noted that during the construction of the new kiss n ride parking lot, there were queries about the possibility of the lot being used for a "slug" line, to which VRE management said it might entertain after the parking lot was completed and usage patterns could be established. In light of the low utilization of the lot, Mr. Zehner said VRE staff will reach back out to those interested in the slug line possibility.

Returning to the “deck security” issue, Commissioner Barg observed that at some time in the past the police did have a physical presence at the Woodbridge VRE Station and no problems occurred during that time. She recommended VRE staff contact Captain Greg Smith to ask if there’s any interest in resuming the police presence at the Woodbridge VRE Station.

Commissioner Stimpson commended Mr. Zehner on VRE’s informative on-line “Train Talk” forum -- question/answer session, which The Free Lance-Star posted. Mr. Zehner noted that the VRE Train Talk on-line forum takes place the first Wednesday of each month.

[VRE] C. VRE 20th Anniversary.

There were no comments.

11. CHAIRMAN'S TIME

Vice Chairman Jones had nothing to report at this time.

12. EXECUTIVE DIRECTOR'S TIME

[PRTC] A. Executive Director’s Report.

At this time, Mr. Harf introduced PRTC’s new Accountant III and Transportation Apprentice Randy Helwig and Christopher Der, respectively.

Turning back to the report, Mr. Harf reported that Congress passed a three-month surface transportation authorization extension (the ninth such extension), after the House leadership chose not to schedule the Senate bill for a vote. The three-month extension is seen by the House leadership as sufficient time to fashion a bill of the House’s own design that can muster the 218 votes required for House passage. In light of the House’s decision, two scenarios are now shaping up as plausible outcomes – either there will be a conference in the summer with dueling House and Senate authorization bills or there will be another extension of the existing law beyond the presidential election compelling the new Congress to deal with reauthorization in 2013.

Turning to the completed General Assembly session, Mr. Harf reported that there is no biennial budget as yet, necessitating continuing negotiations. He also observed that there were many more casualties than successes legislatively, though two bills of interest to PRTC were passed: (1) the “exchange trading” bill, which authorizes public bodies like PRTC to engage in the exchange trading beginning in July 2012; and (2) the bill that transfers responsibility for motor fuels tax collections and enforcement from the Department of Taxation to the Department of Motor Vehicles (DMV) beginning in July 2013. With regard to “exchange trading,” the Commission will be asked at its June meeting to adopt a set of policies and procedures to govern PRTC’s exchange trading practices, setting the stage for PRTC to purchase “futures” contracts independent of its fuel supplier, lessening the cost of these contracts. With regard to the “motor fuels tax” bill, Mr. Harf noted that elsewhere on

the meeting agenda the Commission will be asked to approve sending a letter to both the Commissioners of the Department of Taxation and the DMV about issues related to transition planning and the progress of the ongoing audits.

Concluding his remarks, Mr. Harf reported that in early March, First Transit and AFSCME reached a contract accord without a “job action,” so the contingency plan that PRTC presented to the Commission at its March meeting was not activated. The contract accord was approved overwhelmingly with only two “no” votes. Mr. Harf congratulated the First Transit management team and AFSCME for completing this negotiation on a timely basis, averting any adverse impact on PRTC’s bus services.

With respect to the exchange trading, Commissioner Way asked if PRTC only intends to limit this to PRTC’s actual consumption requirements. Mr. Harf replied “yes.”

[PRTC] B. Action Items.

RES 12-04-08 1. Fuel Supplier Contract Extension.
[PRTC]

Commissioner Principi moved, with a second by Commissioner Kelly, to authorize the Executive Director to extend its fuel services contract with Mansfield Oil through June 30, 2012. There was no discussion on the motion. (PRINCIPI\KELLY, UNANIMOUS)

RES 12-04-09 2. Motor Fuels Tax Letter to Commissioners of
[PRTC] Taxation and DMV.

Mr. Harf explained that the progress on the audits continues to be slow going (i.e., only five audits completed to date, more than two years after the inception of the distributor-based tax), in contrast to the 150+ distributors all told. Mr. Harf reminded the Commission that the Department of Taxation’s audit plan envisions only 53 audits being completed before the transfer to DMV in July 2013, and went on to say that Taxation’s audit progress is lagging in relation to the audit plan. That fact, coupled with the fact that the transition planning for DMV’s assumption of responsibilities has seemingly not started yet, are matters of concern for PRTC.

Elaborating, Mr. Harf noted that Taxation has said it will not start any audits that it can’t finish by July 2013 (meaning that Taxation will cease starting audits months before July 2013), and DMV has said it will not start any audits until DMV has assumed responsibility and has some experience under its belt. Thus, it seems as though there will be a long hiatus between when the Department of Taxation does its last audit and when DMV does its first, resulting in many distributors who will not have been audited by the time the three year statute of limitations first arises (i.e., January 1, 2013). Thus, the Commission is being asked to authorize the transmittal of a letter to the Department of Taxation and DMV punctuating PRTC concerns about the transition planning and the progress of the audits (urging both Taxation’s and DMV’s Commissioners to involve themselves directly in the

transition planning effort), including an examination of the “statute of limitations” and the possibility of seeking a statutory change to extend it.

Commissioner Kelly moved, with a second by Commissioner Nohe, to send a letter to the Department of Taxation (Commissioner Craig Burns) and the Virginia Department of Motor Vehicles (Commissioner Richard Holcomb) regarding transition planning and to express PRTC’s concern about the timing and pace of ongoing audits. There was no discussion on the motion. (KELLY\NOHE, UNANIMOUS)

RES 12-04-10
[PRTC]

3. Transportation Voucher Program Design Amendment and Authorization to Submit Potomac Health Foundation Grant Application.

Mr. Harf noted that the Commission is being asked to authorize staff to finish the Potomac Health Foundation (PHF) application process and adopt four amendments to the previously adopted transportation voucher program design: (1) a change to the income criteria such that eligibles would be those residing in households earning less than 1.9 times the federal poverty level and not qualifying for Medicaid transportation assistance (which they would require to self-certify); (2) an increase to the maximum allowable subsidy per trip for those who must use wheelchair-accessible (“specialty”) vehicles to \$50 per trip; (3) changing the stakeholder advisory group from a group of Commission-appointed members to the designation of the Transportation Options Group (TOG) that has worked with PRTC on all the related planning efforts; and (4) the proposed use of a contractor rather than staff hires to manage the program. Mr. Harf also observed that the Commission is being asked to authorize staff to proceed with the application notwithstanding the fact that it’s “one-time” money without an identified source of “successor” funds.

Commissioner Nohe moved, with a second by Commissioner Principi, to approve the amendments as proposed to the PRTC’s adopted transportation voucher program design and to authorize the submission of a full-fledged grant application to the Potomac Health Foundation for voucher program funding.

Commissioner Way asked what the overall cost impact would be if these changes were enacted, and more particularly the change raising the maximum allowable subsidy per trip for wheelchair accessible vehicles to \$50 per trip. Mr. Harf noted there will be no cost impact, meaning there would be fewer vouchers issued with the finite amount of funding PRTC’s application is seeking.

Commissioner Way also asked if the maximum allowable subsidy of \$50 per trip for a wheelchair-accessible vehicle constitutes 100% of the cost. Mr. Harf replied “no,” explaining that the increase is being proposed because the average cost for a wheelchair accessible vehicle in the pilot voucher program jointly undertaken by the Independence Empowerment Center and the Prince William Area Agency on Aging amounted to over \$80 per trip, meaning that on average, recipients would still bear a sizable out-of-pocket expense even with the \$50 per trip subsidy maximum being proposed.

Commissioner Barg asked about the amount PRTC applied for and also asked whether PRTC is aware that the PHF has geographic limits for where the grant funding can be used. Mr. Harf replied that PRTC is seeking \$686,000, which is a calculated sum which prorates the cost of the adopted voucher program to confine voucher issuance to only residents in the area that the PHF has specified, which is a lesser area than the adopted voucher program was conceived to encompass.

With regard to PHF grant applicants, Commissioner Jenkins asked whether Commissioner Principi and other social service agencies vying for PHF funding might have competing interest with PRTC. Mr. Harf replied that the sum total of funding requested by all the applicants still in contention amounts to \$5.3 million and the PHF has said it has slightly less than \$5 million to award, meaning most of those vying for funding stand a good chance of receiving what they sought. Mr. Harf went on to observe that while a number of the applicants sought transportation assistance in their letters of interest (because transportation is a significant hurdle for social services/health services delivery), the PHF has been encouraging them to forgo that assistance and partner instead with PRTC.

Mr. Harf then noted that a number of the applicants are doing so – PRTC is consulting with several – and thus partnering is going to be a significant feature of PRTC’s application. By “partnering,” Mr. Harf said it will take two forms: (1) other applicants seeking PHF funds to purchase transportation tokens so that the bus services can be used where the bus services are a solution; and (2) applicants pledging to refer clients who qualify for the vouchers to PRTC so that PRTC becomes the transportation provider. Commissioner Principi added that his organization is not seeking PHF funding for transportation services, preferring to leave this up to each individual patient.

Commissioner Principi also noted the possibility of a second year “continuation” grant amounting to 25% less than the year one grant. Acknowledging this possibility, Mr. Harf added that the PHF will not commit to second year funding at the outset, and didn’t want to overstate what the PHF might fund while at the same time expressing PRTC’s hope that the program will be funded by the PHF for year one and be such a rousing success that the PHF would make continuation funding available for the second year.

Commissioner Principi asked how many individuals will benefit from this program. Mr. Harf explained that PRTC expects about 50,000 people to qualify for PRTC’s proposed program – a segment of the population that is deliberately mutually exclusive of the 36,000 Medicaid-eligible people residing in the Prince William area since many of the Medicaid eligibles receive transportation assistance under Medicaid auspices. PRTC estimates it will transport daily 150 trips per day through year one. Mr. Harf concluded his synopsis of the program design by noting that PRTC would be contracting for: the program administration, a banking institution to issue a debit card that can be used for loading riding privileges, and taxi and specialty services transportation providers to provide the transportation. There was no further discussion on the motion. (NOHE/PRINCIPI, UNANIMOUS)

[PRTC]

C. Information Items.

1. Northern Virginia Legislative Delegation Letter Calling for Consolidation Study. Commissioner Nohe provided a brief history about past attempts by the Virginia General Assembly to consolidate the PRTC, Northern Virginia Transportation Commission (NVTC), Northern Virginia Regional Authority (NVTA), and the Northern Virginia Regional Commission (NVRC). He noted that the Members of the Northern Virginia Legislative Delegation sent a letter in March to the Chairs of the PRTC, NVTC, NVTA, and NVRC asking the four agencies to explore whether consolidation and/or improved coordination would enhance regional planning, including transportation planning and services. The letter also stated that the study should consider the role of the Transportation Planning Board (TPB) in Northern Virginia regional planning processes and address any potential impacts on the Virginia Railway Express (VRE), with recommendations presented to the Members of the Northern Virginia Delegation by October 1, 2012. These four agencies will meet soon to initiate this work effort and will keep the Delegation fully informed on the progress.
2. PRTC Service Performance Reports. There were no comments.
3. Communications:
 - a. Related to Funding. There were no comments.
 - b. Related to Jurisdiction. There were no comments.
 - c. General Interest. There were no comments.
4. 2010 Status of the Nation's Highways, Bridges, and Transit: Conditions & Performance. There were no comments.

13. OTHER BUSINESS/COMMISSIONERS' TIME

There was no other business to come before the Commission.

14. ADJOURNMENT

There being no further business to come before the Commission, Vice Chairman Jones adjourned the meeting at 7:46 p.m.

NEXT MEETING: Thursday, May 3, 2012, 7:00 p.m.

LOCATION: PRTC Transit Center
14700 Potomac Mills Road, 2nd Floor
Woodbridge, VA 22192-6811
Main # (703) 583-7782
Fax #: (703) 583-1377
www.PRTCtransit.org

Architectural Review Board

May 14, 2012

ADDRESS	APPLICANT	REQUEST	STATUS
815 Caroline St.	Black Forest Sign	Signs	COA granted
1002 Caroline St.	William Colligan	Signs	COA granted
703 Caroline St.	Pam Van Curen	Signs	COA granted
1015 Pr. Edward St.	Susan Moss	Fence	COA granted
409 William St.	F.W. Sullivan's	Exterior alterations	COA granted
701-709 Pr. Anne St.	City of Fredericksburg	New construction	Tabled for additional information

Board of Zoning Appeal

May 21, 2012

No applications received.

ITEM #8E



CITY OF FREDERICKSBURG, VIRGINIA

CITY COUNCIL

MINUTES

Council Chambers, 715 Princess Anne Street
Fredericksburg, Virginia 22401

HON. THOMAS J. TOMZAK, MAYOR
HON. MARY KATHERINE GREENLAW, VICE MAYOR
HON. KERRY P. DEVINE, AT-LARGE
HON. BRADFORD C. ELLIS, WARD ONE
HON. GEORGE C. SOLLEY, WARD TWO
HON. FREDERIC N. HOWE, III, WARD THREE
HON. BEATRICE R. PAOLUCCI, WARD FOUR

Council Work Session May 8, 2012

Closed Session – Employee Evaluations

The Council of the City of Fredericksburg, Virginia held a work session on Thursday, May 8, 2012, beginning at 5:45 p.m. in City Hall Conference Room.

Council Present. Mayor Thomas J. Tomzak, Presiding. Vice-Mayor Mary Katherine Greenlaw. Councilors Kerry P. Devine, Bradford C. Ellis (5:47), Frederic N. Howe (5:47), III, Beatrice R. Paolucci and George C. Solley.

Also Present. Clerk of Council Tonya B. Lacey.

Closed Meeting Approved. Upon the motion of Councilor Devine, seconded by Councilor Paolucci and passed by the following unanimously recorded votes, Council approved a closed meeting under the Virginia Freedom of Information Act, Code Section 2.2-3711(A)(1) personnel to discuss the annual reviews of the Council appointees. Ayes (5) Councilors Tomzak, Greenlaw, Devine, Paolucci, and Solley. Nays (0).

Return to Open Meeting Approved. Upon the motion of Councilor Paolucci, seconded by Councilor Solley and passed by the following unanimously recorded votes, Council approved a return to an open meeting. Ayes (7) Councilors Tomzak, Greenlaw, Devine, Ellis, Howe, Paolucci, and Solley. Nays (0).

Resolution 12-31 Approved Certifying Closed Meeting. Upon the motion Councilor Paolucci approved Resolution 12-31 certifying the closed meeting; seconded by Councilor Solley and passed by the following unanimously recorded votes. Ayes (7) Councilors Tomzak, Greenlaw, Devine, Ellis, Howe, Paolucci, and Solley. Nays (0).

Adjournment. There being no further business to come before the Council at this time, Mayor Tomzak declared the work session officially adjourned at 7:10 p.m.

**Tonya B. Lacey
Clerk of Council
City of Fredericksburg**

DRAFT



CITY OF FREDERICKSBURG, VIRGINIA

CITY COUNCIL

MINUTES

Council Chambers, 715 Princess Anne Street
Fredericksburg, Virginia 22401

HON. THOMAS J. TOMZAK, MAYOR
HON. MARY KATHERINE GREENLAW, VICE MAYOR
HON. KERRY P. DEVINE, AT-LARGE
HON. BRADFORD C. ELLIS, WARD ONE
HON. GEORGE C. SOLLEY, WARD TWO
HON. FREDERIC N. HOWE, III, WARD THREE
HON. BEATRICE R. PAOLUCCI, WARD FOUR

May 8, 2012

The Council of the City of Fredericksburg, Virginia, met in regular session on Tuesday, May 8, 2012, beginning at 7:30 p.m. in the Council Chambers of City Hall.

City Council Present. Mayor Thomas Tomzak, presiding. Vice-Mayor Mary Katherine Greenlaw. Councilors Kerry P. Devine, Bradford C. Ellis, Frederic N. Howe, III, Beatrice R. Paolucci, and George C. Solley.

Also Present. City Manager Beverly R. Cameron, Assistant City Manager Mark Whitley, City Attorney Kathleen Dooley, Community Development Planner Marne Sherman, Budget Manager Amanda Lickey and Clerk of Council Tonya B. Lacey.

Opening Prayer and Pledge of Allegiance. Council was led in prayer by Vice-Mayor Mary Katherine Greenlaw, followed by the Pledge of Allegiance led by Andrew Butterfield from Troop 171 and Dylan Palmer from Troop 77.

Auxiliary Officer Recognized. Mayor Tomzak recognized the presence of Officer Stu Butterfield at this evening's meeting.

Proclamation for Bike Month (D12-__). Mayor Tomzak read a proclamation proclaiming May 2012 as bike month, May 14-16 as bike to work week and

May 18 as bike to work day. The proclamation was accepted by Dennis Braiden, President of the Fredericksburg Pathways Partners.

Salvation Army Youth Programs (D12-__). Captain Matt Satterlee discussed the types of youth programs offered through the Salvation Army. He stated that the program had grown from 12-15 kids to 40-45 kids since January. They teach the kids to play musical instruments, at no cost, as well as character building and life preparations for kindergartners through high school. He also presented council with the Salvation Army's annual report.

Citizen Comment. The followings speakers came forward to participate in the citizen comment portion of this evening's meeting.

Marilyn Brown, 546 Warrenton Road, stated that Micah was not taking care of the homeless and the homeless shelter was not taking care of the kids. Ms. Brown also urged Council to leave the Oktoberfest on Caroline Street and to increase the bus fare on FRED.

Jennifer Gron (D12-__), 3003 Normandy Avenue, presented Council with a petition that had been signed by over 700 people in support of the raising bees and chickens within the City limit. She cited many benefits to allowing the raising of chickens within the City such as food safety, economic, business opportunities, and educational opportunities. Ms. Gron also stated that several people were concerned about roosters being allowed and she said they would like to ban roosters.

Rebecca Kurylo, 3103 Linden Avenue, stated that she was shocked at how many people were interested and had a passion for local foods. She informed Council of a beekeeping class that was being offered by the Rappahannock Beekeepers Association.

The course is six weeks long.

Council Agenda. The following Council agenda was presented for consideration.

7A. Change to City Ordinance Regarding Keeping of Chickens and Bees in the City – Councilor Solley

Change to City Ordinance Regarding Keeping of Chickens and Bees in the City. Councilor Solley stated that getting 700 people to agree on something should not be ignored, so he asked if City Council would agree to have the City Attorney check with other cities along the east coast to see if they have an ordinance on poultry and beekeeping and to see how it's working. After the research is done he asked that City Attorney Dooley report back on how to proceed and also to draft an ordinance to consider allowing bees and poultry in the City.

Councilor Ellis said that he had also spoken with several people who say that this could be done in a very clean manner and he asked that staff work through the process and address all the concerns.

City Manager's Consent Agenda Accepted for Transmittal as Recommended (D12-__ thru D12-__). Councilor Paolucci asked that Item 8F be pulled for discussion.

Following review and as recommended, Councilor Devine moved approval of the City Manager's consent agenda; motion was seconded by Councilor Solley and passed by the following unanimously recorded votes. Ayes (7). Councilors Tomzak, Greenlaw, Devine, Ellis, Howe, Paolucci and Solley. Nays (0). None.

- Transmittal of the Community Development Quarterly Report (D12-___).
- Ordinance 12-09, Second Read Approved, Amending the Water and Sewer Service, Availability, and Connection Fees, Rates and Charges.
- Ordinance 12-10, Second Read Approved, Changing Water, Sewer and Solid Waste Billing Dates and Deadlines, Adding a Penalty for Late Payment, and Adding an “After-Hours” Reconnection Fee, by Adding and Amending City Code Sections 62-5 and 74-43, and adding a New City Code Section 74-7 (D12-___).
- Resolution 12-32, Approved, the 2012-2013 Community Development Block Grant Annual Action Plan (D12-___).
- Resolution 12-33, Approved, Amending the Fiscal Year 2012 Rappahannock Regional Criminal Justice Academy Fund by \$21,536 (D12-___).
- Transmittal Boards and Commission Minutes
 - Board of Social Services – March 9, 2012 (D12-___).
 - Planning Commission Work Session – September 14, 2011 (D12-___).
 - Planning Commission – April 11, 2012 (D12-___).

Resolution 12-34, Approved, Authorizing the City Manager to Accept the Conveyance of the Maury Commons Former Gymnasium Condominium Unit (D12-___). City Attorney Dooley explained that the City and Maury Commons entered into a 50 year lease commencing on July 12, 2006. As a tenant

the City paid rent at the rate of \$10/square foot for five years. The rent for the remaining years was to be \$1.00 per year. The lease provided that, assuming the building was converted into condominiums; the City would buy the gymnasium unit for the remaining rent payments. In 2007, Maury Commons recorded a Declaration of Condominium with the Clerk of the Circuit Court which identifies the former gymnasium space as the "Commercial Unit".

Councilor Paolucci moved to approve Resolution 12-34, authorizing the City Manager to accept the conveyance of the Maury Commons former gymnasium condominium unit; motion was seconded by Vice-Mayor Greenlaw and passed by the following unanimously recorded votes. Ayes (7). Councilors Tomzak, Greenlaw, Devine, Ellis, Howe, Paolucci and Solley. Nays (0). None.

Adoption of Minutes (D12-198). Councilor Devine moved approval of the revised March 13, 2012 Regular Session minutes and Public Hearing and Regular Session minutes for April 24, 2012; motion was seconded by Vice-Mayor Greenlaw and passed by the following unanimously recorded votes. Ayes (7). Councilors Tomzak, Greenlaw, Devine, Ellis, Howe, Paolucci and Solley. Nays (0). None.

Resolution 12-28, Second Read Approved, Appropriating Funds for the Fredericksburg City Public Schools for Fiscal Year 2013 (D12-___). Councilor Devine declared that she worked for the Fredericksburg City Schools and she was able to participate fairly on the issue.

After a brief staff overview Councilor Ellis moved approval of Resolution 12-28, on second read, to appropriate funds for the Fredericksburg City Public Schools for fiscal

year 2013; motion was seconded by Vice-Mayor Greenlaw and passed by the following recorded votes. Ayes (6). Councilors Greenlaw, Devine, Ellis, Howe, Paolucci and Solley. Nays (1). Councilor Tomzak.

Resolution 12-35, First Read Approved, Appropriating Funds for Fiscal Year Beginning July 1, 2012 through June 30, 2013 (D12-__).

Upon a motion and as recommended Councilor Paolucci moved approval of Resolution 12-35, on first read, appropriating funds for fiscal year beginning July 1, 2012 through June 30, 2013; motion was seconded by Councilor Solley.

Councilor Devine made a motion to amend the budget by adding a zoning inspector with a salary of \$52,270 increasing the Planning Department budget to \$504,590 and reducing the contingency to \$571,570; motion was seconded by Councilor Paolucci and passed by the following recorded votes. Ayes (6). Councilors Tomzak, Greenlaw, Devine, Ellis, Howe, and Paolucci. Nays (1). Solley.

Councilor Solley made a motion to amend the budget by adding \$585 to the Senior Visitor Program to supplant funding of an expiring grant, increasing the total contribution for the Senior Visitor Center to \$12,215; the motion was seconded by Councilor Ellis and passed by the following unanimously recorded votes. Ayes (7). Councilors Tomzak, Greenlaw, Devine, Ellis, Howe, Paolucci and Solley. Nays (0). None.

The motion on the fiscal year 2013 budget passed by the following recorded votes. Ayes (5). Councilors Tomzak, Greenlaw, Devine, Paolucci and Solley. Nays (2). Councilors Ellis and Howe.

Ordinance 12-11, First Read Approved, Setting the Real Estate

Tax Rate at \$0.74 per Every \$100.00 of Assessed Value of Real Estate for Fiscal Year 2013 (D12-__).

After a brief staff overview Councilor Solley moved approval of Ordinance 12-11, on first read, setting the real estate tax rate at \$0.74 per every \$100.00 of assessed value of real estate for fiscal year 2013; the motion was seconded by Councilor Devine and passed by the following unanimously recorded votes. Ayes (7). Councilors Tomzak, Greenlaw, Devine, Ellis, Howe, Paolucci and Solley. Nays (0). None.

City Manager's Report and Council Calendar (D12-__ thru D12-__). City Manager Cameron asked if there were any questions regarding the Manager's report or the Council Calendar. Activities highlighted on the report were as follows: Marine Corps Base and Defense Agency Provide Opportunities to Promote the City, Three Large Groups with 1,500 Total Room Night Potential to Convene in City, Historicon Event Reaching 1,000 Room Nights, Metro Buses Carry New Message "Greatest Vacation in History", City Department of Social Services Recognized as Among the Best, Police Week Activities Planned, and Amelia Street/Washington Avenue Intersection.

City Manager Cameron also highlighted National Police Week, Marine Corp Half Marathon and Restoration to the Gordon Family Cemetery which will begin this week.

Mayor Tomzak congratulated staff on the great achievement of the large groups staying at the local hotels.

Adjournment. There being no further business to come before the Council at this time, Mayor Tomzak declared the meeting officially adjourned at 8:14p.m.

Thomas J. Tomzak, Mayor

Tonya B. Lacey, Clerk of Council, CMC

DRAFT



MEMORANDUM

TO: Beverly R. Cameron, City Manager
FROM: Amanda Lickey, Budget Manager
DATE: May 14, 2012
SUBJECT: FY 2013 Operating Budget Resolution

ISSUE

The City Council is asked to approve a resolution on second reading adopting the FY 2013 Operating Budget.

RECOMMENDATION

Staff has prepared the attached operating budget for second read approval. The resolution has been amended to reflect the changes made by City Council at the May 8, 2012 to be approved on first reading.

BACKGROUND

The attached resolution is the main budget resolution for the City for FY 2013. Main operating funds are included here. The school operating funds are included as a separate resolution, which was approved on second read by Council at the May 8 City Council meeting in order to meet the statutory deadline of May 15 or thirty days after the general assembly adopts a budget to adopt the school budget.

General Fund Highlights

The FY 2013 Recommended Budget includes the \$24,928,000 transfer to the Fredericksburg City Public Schools, which is level funded to FY 2012 and the amount requested for FY 2013 by the School Board.

In an effort to accomplish the Council goal of maintaining and continually improving the character and historic value of the City; a new fund has been established with \$100,000 to address Historic Preservation and Blight Abatement.

A transfer of \$1,200,000 has been recommended to the Capital funds to fund various capital projects throughout the City.

There are several recommendations in the budget that impact employee compensation. The recommended budget includes a 2.5% Cost of Living Adjustment; this is the first adjustment in base salary City employees have received since FY 2009. In addition, the

General Assembly made major changes to the Virginia Retirement System that require all employees to pay the employee 5% member contribution into the system. The General Assembly provides the City the option of phasing this requirement in over the next five years. The City is required to give an offsetting salary adjustment, so the total increase in salary for current employees will be 3.5%, with current employees beginning to pay 1% of their new salary back to the Virginia Retirement System as the first phase of the new member contribution requirements.

The FY 2013 budget includes the first year interest only payment for the construction of our new Courthouse. The total increase in all debt service payments in FY 2013 is \$1,062,590.

The real estate tax rate for the FY 2013 recommended budget is requested to be set at \$0.74 per \$100. In accordance with the Code of the Commonwealth of Virginia the rate was calculated to not exceed 101% of the prior year levy less any new construction value. Staff has made an allowance in our FY 2013 revenue projection to account for changes to the total land book value that will occur due to the appeals to the Assessor and Board of Equalization process. The revenue projection for real estate taxes in the FY 2013 budget is \$25,080,500.

A public hearing was held on April 17, 2012, at which a variety of speakers testified on various topics. Several speakers represented various agencies that requested additional funding for their particular agency.

City Council has had several worksessions where propositions have been considered as part of the FY 2013 operating budget. Currently in the budget are the technical adjustments and City Council propositions to fund Big Brothers Big Sisters at \$10,000 and an additional \$3,500 for the Heritage Festival to cover fireworks. There are two additional propositions that were approved on first read:

- Zoning Inspector: \$52,270 increasing the Planning Department budget to \$540,590
- Allocating an additional \$585 to the Senior Visitors Program to supplant funding of an expiring grant, increasing the total contribution to \$12,215
- FY 2013 Contingency \$570,986

Other Fund Highlights

In addition to the General Fund, there are a variety of other funds included in the budget resolution as well, including the main Enterprise Funds:

- ❖ Water
- ❖ Wastewater
- ❖ Transit
- ❖ Parking.

Highlights in the Water and Wastewater Funds include the implementation of new rates and charges and the hiring of a position for an Assistant Director of Public Works for

Utilities. Highlights of the Transit Fund include the addition of a Transit Maintenance Mechanic position and the elimination of King George County from the service area. The Parking Fund, which represents the Sophia Street Parking Garage activity, maintains current service levels.

The budget resolution also includes the capital funds, the City Grants Fund, the Social Services Fund, the Comprehensive Services Act Fund, plus a variety of Special Revenue and City fiscal agency funds.

FISCAL IMPACT

The attached resolution as it currently stands appropriates a total General Fund of **\$78,551,790**. This represents an increase of 3.79% from the FY 2012 Adopted General Fund Budget. There are two major drivers in the overall budget increase personnel costs and debt services costs. The cost increase in salary and benefits are attributed to the 2.5% cost of living adjustment as well as the 1% increase for the first year phase in of the Virginia Retirement System reform, combined with a higher rate for the City's retirement liability.

Attachment: Main Operating Budget Resolution



MOTION:

SECOND:

**May 22, 2012
Regular Meeting
Resolution No. 12-35**

**RE: APPROPRIATING FUNDS FOR FISCAL YEAR BEGINNING JULY 1,
2012 THROUGH JUNE 30, 2013**

ACTION: APPROVED: Ayes: 0; Nays: 0

FIRST READ: May 8, 2012 SECOND READ: _____

Section 1.

WHEREAS, the City Manager has submitted to the City Council a proposed balanced Fiscal Year 2013 budget necessary for the provision of City services; and,

WHEREAS, a duly advertised public hearing was held on April 17, 2012, at which comments from the public concerning the budget were heard; and

WHEREAS, the City Council has reviewed and made certain revisions to the budget, it is necessary to appropriate sufficient funds to cover the remainder of said budget.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Fredericksburg, Virginia, that the following purposes be authorized and the annual appropriations be made for Fiscal Year 2013 be made from the GENERAL FUND:

Function

City Council	\$ 211,400
Clerk of Council.....	102,410
City Manager	727,815
Legal Services	336,495
Human Resources	315,335
Independent Auditor	80,735
Postage Machine & Copy Machine	24,350
Commissioner of the Revenue	944,320
Real Estate Assessor	7,000
Board of Equalization	5,000
Treasurer	793,170
Fiscal Affairs.....	609,330
Information Systems	1,009,405
Insurance Program	807,000
Safety and Risk Management	93,270
Registrar	205,355

Circuit Court	102,655
General District Court.....	34,950
Special Magistrate Court.....	13,000
Juvenile & Domestic Relations Court.....	18,300
Clerk of the Circuit Court	757,360
Sheriff	1,584,405
Juvenile Court Services.....	74,605
Jury Expenses.....	30,000
Court Appointed Attorney	15,000
Commonwealth's Attorney	1,134,600
Police Department	7,434,455
Auxiliary Police	13,100
Fire Department	4,402,500
Volunteer Fire Company.....	0
Rescue Services	257,040
Emergency Medical Services.....	852,115
Hazardous Materials	29,680
Correction & Detention.....	3,341,000
Building & Development Services	932,370
Animal Control	102,575
Medical Examiner	1,200
E911 Communications.....	1,093,850
Public Works Engineering & Administration.....	759,425
Public Works Street Maintenance.....	1,041,640
Public Works Drainage	242,440
Public Works Street Lights	365,000
Public Works Snow Removal	129,535
Public Works Industrial Park Rail Spur.....	15,500
Public Works Traffic Engineering.....	543,050
Public Works Shop and Garage	1,332,485
Public Works Graphics	85,130
Public Works Tree Purchase	50,000
Public Works Street Sanitation	802,315
Public Works Refuse Collection.....	622,555
Public Works Refuse Disposal.....	130,450
Public Works Recycling Collection.....	127,005
Public Facilities – General	1,694,060
Public Facilities – Special Projects	295,495
Health Department.....	414,280
Rappahannock Area Community Services Board.....	197,065
Contributions – Other Agencies.....	341,870
Colleges.....	5,750
Parks & Recreation Administration	562,710
Parks & Recreation Supervision	617,795

Parks & Recreation Maintenance.....	1,044,975
Parks & Recreation Aquatics	131,440
Museums	95,975
Central Rappahannock Regional Library.....	1,238,485
Planning	540,590
Community Development.....	108,320
Board of Zoning Appeals.....	1,600
Architectural Review Board	2,000
Clean and Green Commission	3,000
Economic Development & Tourism	971,930
Transfer to School Fund.....	24,928,000
Transfer to Capital	1,205,045
Transfer to Debt Service Funds	6,500,410
Transfer to Public Assistance.....	911,670
Transfer to Victim Witness Program (City Grants Fund).....	60,255
Transfer to City Grants Fund (Regional Tourism)	121,000
Transfer to City Grants Fund (Other)	163,860
Transfer to CSA	719,125
Transfer to School Grants – Head Start	215,500
Transfer to City Grants (Arts).....	10,000
Transfer to EDA Fund	30,000
Transfer to Property Maintenance and Preservation Fund	100,000
Contingency	570,986

Total General Fund..... \$78,551,790

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$4,009,586** for Fiscal Year 2013 be made from the SOCIAL SERVICES FUND (Fund 201) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the City of Fredericksburg Social Services Board; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$1,835,965** for Fiscal Year 2013 be made from the CITY GRANTS FUND (Fund 210) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$30,000** for Fiscal Year 2013 be made from the ECONOMIC DEVELOPMENT AUTHORITY FUND (Fund 215) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$400,000** for Fiscal Year 2013 be made from the CENTRAL PARK SPECIAL TAX DISTRICT FUND (Fund 216) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$50,000 for Fiscal Year 2013 be made from the REGIONAL TRANSPORTATION FUND (Fund 222) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$100,000 for Fiscal Year 2013 be made from the BLIGHT ABATEMENT AND HISTORIC PRESERVATION FUND (Fund 228) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$3,067,315 for Fiscal Year 2013 be made from the GENERAL OBLIGATION BOND FUND (Fund 401) which monies are to be expended in accordance with law for purposes authorized and approved by City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$2,580,370 for Fiscal Year 2013 be made from the WATER AND SEWER BOND FUND (Fund 402) which monies are to be expended in accordance with law for purposes authorized and approved by City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$3,433,095 for Fiscal Year 2013 be made from the EDUCATION BOND FUND (Fund 403) which monies are to be expended in accordance with law for purposes authorized and approved by City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$3,392,365 for Fiscal Year 2013 be made from the WATER ENTERPRISE FUND (Fund 501) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$7,366,425 for Fiscal Year 2013 be made from the WASTEWATER ENTERPRISE FUND (Fund 502) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$4,867,030 for Fiscal Year 2013 be made from the PUBLIC TRANSPORTATION FUND (Fund 503) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$662,630 for Fiscal Year 2013 be made from the PARKING FUND (Fund 504) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$1,495,784** for Fiscal Year 2013 be made from the RAPPAHANNOCK REGIONAL CRIMINAL JUSTICE ACADEMY FUND (Fund 736) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the Rappahannock Regional Criminal Justice Academy Board; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$496,620** for Fiscal Year 2013 be made from the RAPPAHANNOCK AREA OFFICE ON YOUTH FUND (Fund 738) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the Rappahannock Area Office on Youth Board; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$1,855,610** for Fiscal Year 2013 be made from the COMPREHENSIVE SERVICES ACT FUND (Fund 741) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the City of Fredericksburg Community Policy Management Team; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$203,028** for Fiscal Year 2013 be made from the COURT SERVICES UNIT FUND (Fund 747) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the City of Fredericksburg Court Services Unit Board; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$1,951,386** for Fiscal Year 2013 be made from the CELEBRATE VIRGINIA SOUTH COMMUNITY DEVELOPMENT AUTHORITY FUND (Fund 753) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the Celebrate Virginia South Community Development Authority; and

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of **\$85,430** for Fiscal Year 2013 be made from the RIPARIAN LAND STEWARDSHIP FUND (Fund 801) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council; and

BE IT FURTHER RESOLVED, that the City Manager is authorized to make line-item changes within budget program totals and such changes shall be reported to the City Council by way of periodic financial reports; and

BE IT FURTHER RESOLVED, that the appropriations made herein shall become available for expenditures July 1, 2012 and shall expire June 30, 2013.

Section 2. Operating Fund Revenues.

It is estimated that revenues and other sources will be available during the fiscal year beginning on July 1, 2012 and ending on June 30, 2013 to meet the foregoing appropriations according to the following sources:

General Fund

Local Sources	\$ 70,249,905
The Commonwealth and Federal Government	5,113,440
Transfers from Other funds	1,085,400
Fund Balance (Designated for Capital and Health Insurance)	1,455,045
Fund Balance (Undesignated Unreserved)	648,000
Total	\$ 78,551,790

Social Services Fund – Operating

City Appropriation	\$ 911,670
Revenue from the Commonwealth	1,332,548
Revenue from the Federal Government	1,715,368
Balance Forward	50,000
Total	\$ 4,009,586

City Grants – Other Miscellaneous

Local Sources	\$ 530,800
Revenue from the Commonwealth	228,210
Revenue from the Federal Government	672,020
Transfer from the General Fund	354,935
Balance Forward	50,000
Total	\$ 1,835,965

Economic Development Authority Fund

Transfer from General Fund	\$ 30,000
Total	\$ 30,000

Central Park Special Tax District Fund

Balance Forward	\$ 400,000
Total	\$ 400,000

Regional Transportation Fund

Local Sources	\$	50,000
Total	\$	50,000

Blight Abatement and Historic Preservation Fund

Transfer from General Fund	\$	100,000
Total	\$	100,000

Debt Service Funds

General Fund Transfer (General)	\$	3,067,315
General Fund Transfer (Education)		3,433,095
Transfer from Water Fund		298,090
Transfer from Sewer Fund		2,282,280
Total	\$	9,080,780

Water Fund

Local Sources	\$	2,722,365
Balance Forward		670,000
Total	\$	3,392,365

Wastewater Fund

Local Sources	\$	5,223,000
Balance Forward		2,143,425
Total	\$	7,366,425

Public Transportation Fund

Local Sources	\$	2,378,154
Revenue from the Commonwealth		533,183
Revenue from the Federal Government		1,334,507
Balance Forward		621,186
Total	\$	4,867,030

Parking Fund

Local Sources	\$	518,410
Balance Forward		144,220
Total	\$	662,630

Rappahannock Regional Criminal Justice Academy Fund

Academy Revenue \$ 1,495,784

Total \$ 1,495,784

Rappahannock Area Office on Youth Fund

Office on Youth Revenues..... \$ 496,620

Total \$ 496,620

Comprehensive Services Act Fund

Local Sources..... \$ 719,125

The Commonwealth and Federal Government 1,086,485

Balance Forward 50,000

Total \$ 1,855,610

Court Services Unit Fund

Local Sources.....\$ 133,050

The Commonwealth of Virginia 57,988

Balance Forward 11,990

Total\$ 203,028

Celebrate Virginia South CDA Fund

Local Sources.....\$ 1,951,386

Total\$ 1,951,386

Riparian Lands Fund

Local Sources.....\$ 85,430

Total\$ 85,430

Section 3. Tax Rate

The real estate tax rate is set at \$0.74 per \$100 real estate valuation, in accordance with Ordinance 12-xx.

Section 4. FY 2013 Capital Budget

WHEREAS, the City Manager has submitted to the City Council a Fiscal Year 2013 capital budget for the City's various capital funds; and

WHEREAS, the City Council wishes to appropriate the funds necessary to move forward on these projects;

NOW, THEREFORE, BE IT FURTHER RESOLVED that the annual appropriation in the sum of \$475,000 for Fiscal Year 2013 be made from the PUBLIC EDUCATION CAPITAL FUND (Fund 301) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the Fredericksburg City Public School Board, as follows:

School Facilities.....	\$ 225,000
School Computer Technology	250,000
Total Public Education Capital Fund	\$ 475,000

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$3,275,000 for Fiscal Year 2013 be made from the PUBLIC WORKS CAPITAL FUND (Fund 302) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council, as follows:

Downtown Streetscape Improvements	\$ 100,000
Pavement Rehabilitation	800,000
Lafayette Boulevard at Kenmore Ave Roundabout.....	75,000
Culvert Replacement.....	100,000
Riverfront Park.....	200,000
Fall Hill Avenue Bridge over Canal	2,100,000
Total Public Works Capital Fund	\$ 3,275,000

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$450,000 for Fiscal Year 2013 be made from the WATER SYSTEM IMPROVEMENT FUND (Fund 303) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council, as follows:

Internal System Improvements	\$ 350,000
Motts Run Water Treatment Plant Improvements	100,000
Total Water System Improvement Fund.....	\$ 450,000

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$350,000 for Fiscal Year 2013 be made from the WASTEWATER SYSTEM IMPROVEMENT FUND (Funds 304) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council, as follows:

Inflow and Infiltration Abatement	\$ 250,000
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City Share of FMC Plant Improvements 100,000

Total Wastewater System Improvement Fund \$ 350,000

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$2,430,000 for Fiscal Year 2013 be and it is hereby made from the PUBLIC FACILITIES CAPITAL FUND (Fund 305) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council, as follows:

Contingency – Public Facilities Repairs \$ 125,000
Computer Replacements 268,000
Pathways – Virginia Central Railway Trail 1,650,000
Contingency – Parks Maintenance..... 75,000
Energy Retrofit..... 120,000
Fredericksburg Area Museum Capital Contribution..... 100,000
Moss Free Clinic Capital Contribution 42,000
Roof Replacement..... 50,000
Total Public Facilities Capital Fund \$ 2,430,000

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$200,000 for Fiscal Year 2013 be made from the PUBLIC SAFETY CAPITAL FUND (Fund 306) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council, as follows:

Fire Equipment – Ambulance\$ 200,000

Total Public Safety Capital Fund\$ 200,000

BE IT FURTHER RESOLVED, that the annual appropriation in the sum of \$12,305,693 for Fiscal Year 2013 be made from the NEW COURT CONSTRUCTION FUND (Fund 315) which monies are to be expended in accordance with law for the purposes authorized and approved by the City Council, as follows:

New Court Construction \$ 12,305,693

Total New Court Construction Fund\$ 12,305,693

BE IT FURTHER RESOLVED, that the appropriations made herein shall become available for expenditures July 1, 2012 and shall expire June 30, 2013.

Section 5. Capital Fund Revenues

It is estimated that revenues and other sources will be available during the fiscal year beginning on July 1, 2012 and ending on June 30, 2013 to meet the foregoing appropriations according to the following sources:

Public Education Capital Fund

Transfer from the General Fund	\$ 200,000
Balance Forward	275,000

Total Public Education Capital Fund \$ 475,000

Public Works Capital Fund

Fines and Forfeitures (Weight Enforcement)	\$ 25,000
Other Grants	985,955
Surplus Motor Fuels Taxes (Paving Program)	789,000
Interest Earnings	50,000
Balance Forward	800,000
Transfer from the General Fund	625,045

Total Public Works Capital Fund \$ 3,275,000

Water Capital Improvement Fund

Availability Fees	\$ 450,000
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Total Water Capital Improvement Fund \$ 450,000

Wastewater System Improvement Fund

Availability Fees	\$ 350,000
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Total \$ 350,000

Public Facilities Capital Fund

Transfer from the General Fund	\$ 380,000
Public Facilities Capital Fund Balance	400,000
Revenue - Federal Government – FY 2010 CMAQ (VCR)	1,650,000

Total Public Facilities Capital Improvement Fund \$ 2,430,000

Public Safety Capital Fund

Balance Forward	\$ 200,000
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Total Public Safety Capital Improvement Fund \$ 200,000

New Court Construction Fund
Bond Proceeds\$ 12,305,693

Total New Court Construction Fund\$ 12,305,693

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12-35 duly adopted at the City Council meeting held May 8, 2012 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



MEMORANDUM

TO: Beverly R. Cameron, City Manager
FROM: Amanda L. Lickey, Budget Manager
DATE: May 14, 2012
SUBJECT: Real Estate Tax Ordinance

ISSUE

The City Council is asked to approve an ordinance setting the new tax rate in conjunction with the FY 2013 operating budget.

RECOMMENDATION

This ordinance requires two readings; the ordinance was approved on first read May 8, 2012. Staff recommends City Council approve the attached ordinance on *second* reading.

BACKGROUND

The ordinance recommends setting an equalized tax rate of \$0.74 per \$100 valuation. This rate is equalized in the sense that the tax levy does not exceed 101% of the FY 2012 levy, not including new construction.

The City Council held a public hearing on April 17, 2012, concerning the tax rate. There were no speakers who specifically expressed concern with the proposed tax rate.

FISCAL IMPACT

In accordance with the Code of the Commonwealth of Virginia the tax rate of \$0.74 per \$100 is proposed as it was calculated to not exceed 101% of the prior year levy less any new construction value. Staff has made an allowance in our FY 2013 revenue projection to account for changes to the total land book value that will occur due to the appeals and Board of Equalization process. The revenue projection for real estate taxes in the FY 2013 budget is \$25,080,500.

Attachment: Ordinance



MOTION:

SECOND:

**May 22, 2012
Regular Meeting
Ordinance No. 12-11**

**RE: SETTING THE REAL ESTATE TAX RATE AT \$0.74 PER EVERY
\$100.00 OF ASSESSED VALUE OF REAL ESTATE FOR FISCAL YEAR
2013**

ACTION: APPROVED: Ayes: 0; Nays: 0

FIRST READ: May 8, 2012 SECOND READ: _____

IT IS HEREBY ORDAINED by the City Council of the City of Fredericksburg, Virginia as follows:

Section 1: Purpose and Intent.

The purpose of this ordinance is to set the rate of taxation on all taxable real property within the City for the fiscal year beginning on July 1, 2012, and continuing each year thereafter until modified by Council. The authority to levy such tax and to set a tax rate is set forth in Article X, Section 4, of the Virginia Constitution; Chapters 30 and 32 of Title 58.1 of the Code of Virginia (§58.1-3000, et seq.); (§58.1-3200, et seq.); and Section 22 of the Charter of the City of Fredericksburg.

Section 2. Real Property Tax Levied.

For the fiscal year beginning July 1, 2012, and continuing for each fiscal year thereafter until modified by Council, there is hereby imposed and levied on all real estate and improvements thereon in the City not exempt from taxation a tax of 74 cents (\$0.74) for every one hundred dollars (\$100.00) of assessed value thereof, for general City and school purposes.

Section 3. Effective Date.

This ordinance shall be effective July 1, 2012.

Approved as to form:

Kathleen Dooley, City Attorney

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Ordinance No. 12-11 duly adopted the City Council meeting held May 8, 2012 at which a quorum was present and voted.

Tonya Lacey, CMC
Clerk of Council



MEMORANDUM

TO: Beverly R. Cameron, City Manager
FROM: Doug Fawcett, Director of Public Works
DATE: May 16, 2012
SUBJECT: FY 2013-FY 2015 Asphalt/Concrete Rehabilitation Program

ISSUE

Approval of the List of Streets to be included in the FY 2013-FY 2015 Asphalt and Concrete Rehabilitation Program.

RECOMMENDATION

We recommend that City Council adopt the attached resolution approving the attached List of Streets for the FY 2013-FY 2015 Asphalt and Concrete Rehabilitation Program.

BACKGROUND

At your request, Public Works staff has prepared a proposed three year Asphalt and Concrete Rehabilitation Program, based on the assumption of performance of approximately \$800,000 in improvements each year, beginning in FY 2013. (In addition, the City has applied for \$100,000 in FY 2013 VDOT Revenue Sharing funds, to be matched by \$100,000 in local funds, to reconstruct Littlepage Street from Lafayette Boulevard to Hanover Street.)

The program consists of milling and asphalt resurfacing on some streets, while other streets require complete reconstruction to provide for an adequate base and proper drainage. When a street is rehabilitated, any deteriorated sections of concrete curb, gutter and sidewalk on the street are replaced prior to the resurfacing or reconstruction of the street.

Public Works staff surveyed the streets of the City to develop the attached list. Various types of pavement distress, such as reflective cracking, alligator cracking, rutting, utility cuts and joint failure were observed. The streets were inspected to determine the degree and type of deterioration and work required to restore them to acceptable conditions, including concrete rehabilitation adjacent to the pavement and drainage improvements.

While we found that many of the streets in the City require some degree of rehabilitation, we concentrated on those streets in the worst condition and/or with high volumes of daily traffic. The proposed streets require attention to prevent any further deterioration and thus more costly rehabilitation.

Assuming City Council approval of the program, either as presented or a modified version, staff will solicit bids and present a recommendation for contract award to City Council in early FY 2013 for performance of the Year One improvements.

FISCAL IMPACT

The FY 2013 Recommended Budget includes \$800,000 in funding for the asphalt and concrete programs. The budget is now under review by City Council and the final amount available for street rehabilitation is yet to be determined. In addition, the price of asphalt has a major impact on the amount of work that may be accomplished with available funds. Any work that cannot be performed in the first year of the program would be deferred to a later date.

Attachments: Resolution
List of Streets



MOTION:

SECOND:

**May 22, 2012
Regular Meeting
Resolution No. 12-**

**RE: APPROVING THE LIST OF STREETS TO BE REHABILITATED
THROUGH THE FISCAL YEAR 2013 TO FISCAL YEAR 2015 ASPHALT
AND CONCRETE REHABILITATION PROGRAM**

ACTION:

WHEREAS, the Department of Public Works has inspected the streets of the City and has prepared a list of streets for rehabilitation through the FY 2013 – FY 2015 Asphalt and Concrete Rehabilitation Program.

NOW THEREFORE, BE IT RESOLVED, that the Council of the City of Fredericksburg, Virginia does hereby adopt the attached list of streets to be rehabilitated during FY 2013 - FY2015 and authorizes the City Manager to prepare plans, specifications and bid documents, to secure bids from qualified contractors and, no earlier than July 1, 2012, to present to the City Council a recommendation for award of contracts to perform the FY 2013 Asphalt and Concrete Rehabilitation Program.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12- duly adopted the City Council meeting held May 22, 2012 at which a quorum was present and voted.

***Tonya B. Lacey, CMC
Clerk of Council***

City of Fredericksburg
Proposed Three Year Asphalt Rehabilitation Program
May, 2012

				ESTIMATED
STREET	FROM	TO	TYPE	COST
Year One 2012				
Washington Avenue	Maury Street	Lewis Street	Reconstruction	\$420,609
Washington Avenue	Lewis Street	Amelia Street	Reconstruction	\$84,187
William Street	Caroline Street	Sophia Street	Mill & Resurface	\$38,874
Franklin Street	Monument Street	Monroe Street	Mill & Resurface	\$43,131
Carl D. Silver Parkway SB	Wal-Mart Signal	Cowan Boulevard	Mill & Resurface	\$212,920
Traffic Control/Mobilization				\$10,000
TOTAL				\$809,722
Littlepage Street	Lafayette Boulevard	Hanover Street		\$200,000
pending approval of the City's FY13 VDOT Revenue Sharing application (\$100,00 in grant funds matched by \$100,000 in City funds)				
Year Two 2013				
William Street	Kenmore Avenue	Caroline Street	Mill & Resurface	\$251,694
Greenbrier Drive	Armory Drive	Hazel Run	Mill & Resurface	\$149,663
Stafford Avenue	William Street	Brent Street	Mill & Resurface	\$74,036
Germania Street	Princess Anne Street	Fall Hill Avenue	Mill & Resurface	\$74,036
Riverside Drive	Jefferson Davis Hwy.	Fall Hill Avenue	Mill & Resurface	\$280,844
Traffic Control/Mobilization				\$10,000
TOTAL				\$840,273
Year Three 2014				
College Avenue	William Street	Brent Street	Mill & Resurface	\$78,400
Blue & Gray Parkway	Lafayette Boulevard	Dixon Street	Mill & Resurface	\$575,549
College Avenue	Snowden Street	Route 1	Mill & Resurface	\$29,383
Prince Edward Street	Hanover Street	George Street	Mill & Resurface	\$38,973
Seacobeck Street	College Avenue	Stafford Street	Reconstruction	\$99,826
Traffic Control/Mobilization				\$10,000
TOTAL				\$832,131



MEMORANDUM

TO: Beverly R. Cameron, City Manager
FROM: Mark Whitley, Assistant City Manager
RE: VRS Retirement System Contribution Rates
DATE: May 8, 2012

ISSUE

The City Council is asked to consider two companion resolutions from the Virginia Retirement System. One resolution concerns the City's contribution rates, while the other resolution concerns the "member" contribution rate currently paid by the City of behalf of employees.

RECOMMENDATION

Staff recommends approval of the attached resolutions.

- 1) The first resolution notifies the Virginia Retirement System that the City will keep the Board-certified contribution rates for the employer contribution.
- 2) The second resolution notifies the Virginia Retirement System that the City will phase in the requirement that employees pick up the full cost of the 5% member contribution, with an offsetting raise.

BACKGROUND

General Background

Under the historical statutes that governed the City's participation in the Virginia Retirement System, the VRS Board of Trustees notified the City every two years of the City's cost, expressed as a percent of full-time payroll, of funding Virginia Retirement System benefits for employees. The cost was broken into two components: the "employer" rate and the "member" rate.

The "employer" rate varies based on actuarial studies of the City's employee population and expected benefits. The study was done every two years, and the City's rate would change as a result of the study. The most recent study, released to the City this past November, would set the City's employer contribution rate at 14.65%, which is up from 10.8% in the most recent biennium.

The “member” rate is set at 5%. The City has for many years paid the member rate on behalf of the members. The City’s total contribution rate for FY 2013 and FY 2014, expressed as a % of payroll, is therefore 19.65% (14.65% employer rate + 5% member rate).

The board-certified rate of 19.65% is the rate that was included in the construction of the City Manager’s Recommended FY 2013 budget. The budget currently being considered for adoption by City Council includes a retirement contribution rate of 18.65%, based on reforms to the member contribution.

Option on Employer Rates

The General Assembly, at the close of the FY 2012 session, passed legislation that significantly changes the Virginia Retirement System for local employers and employees. One of the changes, good for this year only, is an option for the City to elect to pay in the upcoming biennium the Board-certified employer rate of 14.65%, or pay the greater of the FY 2012 rate or 70% of the new FY 2013 rate. In the case of the City, the choice is to pay the FY 2013 Board-certified rate or the current rate of 10.8%.

The short-term savings of choosing the lower 10.8% rate for the City would be significant – approximately \$750,000 per year for both years of the upcoming biennium.

However, staff recommends that the Council go ahead and adopt the Board-certified higher rate. The higher-rate is developed based on actuarial calculations of our projected pension liabilities. Providing the additional funding to VRS will continue to build assets in the City’s VRS account and allow investment earnings in that account to offset future costs. Simply put, using the higher Board-certified rates serves to build assets, and future rate increases will be smaller. Using the lower current rates will cause the City’s ratio of plan assets to pension liabilities to decrease, and future rates could increase sharply to cover unfunded pension liabilities.

In recent years, the City’s actuarial liabilities for pension costs have grown dramatically, due to a variety of factors. The average age of the workforce is increasing, and many of our employees are included in the enhanced public-safety retirement packages and are rapidly approaching retirement age. The City has funded the VRS required rates all along, and choosing a lower rate will exacerbate the current trend and increase costs in the long run.

City of Fredericksburg Account – Virginia Retirement System
Percent of Actuarially Determined Liability Funded
FY 2007-FY 2011

Fiscal Year	Assets	Liabilities	% Funded
2011	75,980,646	102,954,904	73.80%
2010	74,324,775	97,601,073	76.15%
2009	73,853,295	87,566,204	84.34%
2008	72,412,423	81,824,935	88.50%
2007	65,088,068	74,578,490	87.27%

Phase-In Option on Member Rates

As mentioned, the member rate paid by the City on behalf of employees is 5%. The state is now requiring that local employees pay the member contribution themselves.

The City has an option to either implement this change for current employees all at once, or phase it in over 5 years. If the City chooses to phase in the change, the state will require that the percentage advance at least one percent per year until the target of 5% is reached. The City is also required to provide a raise to current employees to offset the amount that the member must pay to the Virginia Retirement System.

All new employees to the City will be required to pay the 5% member contribution. The 5% requirement is not phased in for new employees. This will be true regardless of whether the new employee is a member of VRS in another jurisdiction or not.

The staff recommends that the City phase-in the change over the course of the next five years. The cost in year one of one percent, is approximately \$40,000. If the City gave a five percent raise, the cost would be approximately \$180,000. In addition, the additional compensation counts towards the future pension benefits for current employees. The additional five percent this year would count towards that amount, and compound with any future cost-of-living or merit raises that the City would choose to provide.

On the other hand, because of compounding, under the phased approach the base salary at the close of the fifth year will be slightly higher than the base salary at the close of five years if the VRS raise is granted all at once. Employee turnover will mitigate the effects of this compounding, because the City is not obligated to provide the phased-in increase to employees hired over the next five years.

The City will have new employees hired after July 1, which are mandated to pay the 5% member premium. Here is the employee turnover¹ over the past several years in all City Funds:

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
Employees on Payroll	403	407	394	384	389	394
Terminations	33	38	25	22	23	31
Turnover %	8.19%	9.34%	6.35%	5.73%	5.91%	7.87%

So, the City will be replacing approximately 20-35 employees per year during the upcoming years. The City is not required to pay the new employees the statutory “VRS Offset” raise; although depending on the position allowances for competitiveness may need to be made in hiring rates.

FISCAL IMPACT

Both of these decisions have a significant fiscal impact. The impact of using the Board-certified rates for the VRS rather than the current rates is to defer approximately \$750,000 in pension costs per year for the next two years. However, if the City elected to maintain the current rates the ratio of assets to liabilities in the City’s pension account will decline and the City’s future pension costs will be significantly higher.

The savings from phasing in the 1% per year for five years instead of the 5% is estimated at \$140,000 in the first year. The savings in the second and subsequent years would decline, as the phased raises increase in costs (ex. FY 2014 will be 2%; FY 2015 will be 3%, etc.). However, and holding many variables constant, the City estimates the total savings over 5 years to be approximately \$300,000 – not including the savings from employee turnover and the savings to long-term pension liabilities from not dramatically increasing full-time employee wages.

The \$300,000 over five years should not be taken as a hard estimate, because there are many variables which will affect salary and retirement costs over the next few years. These include future merit raises or cost-of-living adjustments, the future VRS rates based on new actuarial studies for the FY 2015-6 and the FY 2017-8 biennia, employee turnover, and the impact of other reforms on the City’s future pension liabilities.

¹ Employee Turnover defined here is terminations from all causes as a percentage of full-time employees on payroll on the last payroll.



MOTION:

SECOND:

**May 22, 2012
Regular Meeting
Resolution No. 12-__**

**RE: ELECTING THE EMPLOYER CONTRIBUTION RATE EFFECTIVE
JULY 2012 FOR THE VIRGINIA RETIREMENT SYSTEM**

ACTION:

WHEREAS, the Virginia Retirement System (“VRS”) requires that all member jurisdictions adopt a resolution that notifies the VRS of the City of Fredericksburg’s choice as to the retirement contribution rate paid by the City effective July 1, 2012;

NOW, THEREFORE, BE IT RESOLVED, that the City of Fredericksburg 55206 does hereby acknowledge that its contribution rates effective July 1, 2012 shall be based on the higher of a) the contribution rate in effect for FY2012, or b) seventy percent of the results of the June 30, 2011 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2012-14 biennium (the “Alternate Rate”) provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code §51.1-145(I) resulting from the June 30, 2011 actuarial value of assets and liabilities (the “Certified Rate”); and

BE IT ALSO RESOLVED, that the City of Fredericksburg 55206 does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the Certified Rate of 14.65%, effective July 1, 2012, as shown:

☒ The Certified Rate of 14.65%

☐ The Alternate Rate of 10.80% ; and

BE IT ALSO RESOLVED, that the City of Fredericksburg 55206 does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of the City of Fredericksburg 55206 are hereby authorized and directed in the name of the City of Fredericksburg to carry out the provisions of this resolution, and said officers of the City of Fredericksburg are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the City of Fredericksburg for this purpose.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12- duly adopted at a meeting of the City Council meeting held May 22, 2012 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



MOTION:

**May 22, 2012
Regular Meeting
Resolution No. 12-__**

SECOND:

RE: ELECTING THE MEMBER CONTRIBUTION RATE EFFECTIVE JULY 2012 FOR THE VIRGINIA RETIREMENT SYSTEM

ACTION:

WHEREAS, the City of Fredericksburg 55206 employees who are Virginia Retirement System members who commence or recommence employment on or after July 1, 2012 ("FY2013 Employees" for purposes of this resolution), shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code §414(h) on a pre-tax basis upon commencing or recommencing employment; and

WHEREAS, the City of Fredericksburg 55206 employees who are Virginia Retirement System members and in service on June 30, 2012, shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code §414(h) on a pre-tax basis no later than July 1, 2016; and

WHEREAS, such employees in service on June 30, 2012, shall contribute a minimum of an additional one percent of their creditable compensation beginning on each July 1, 2012, 2013, 2014, 2015 and 2016, or until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the City of Fredericksburg 55206 may elect to require such employees in service on June 30, 2012, to contribute more than an additional one percent each year, in whole percentages, until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the second enactment clause of Chapter 822 of the 2012 Acts of Assembly (SB497) requires an increase in total creditable compensation, effective July 1, 2012, to each such employee in service on June 30, 2012, to offset the cost of member contributions, such increase in total creditable compensation to be equal to the difference between five percent of the employee's total creditable compensation and the percentage of the member contribution paid by such employee on January 1, 2012.

BE IT THEREFORE RESOLVED, that the City of Fredericksburg 55206 does hereby certify to the Virginia Retirement System Board of Trustees that it shall effect the implementation of the member contribution requirements of Chapter 822 of the 2012 Acts of Assembly (S B497) according to the following schedule for the fiscal year beginning July 1, 2012 (i.e., FY2013):

Type of Employee	Employer Paid Member Contribution	Employee Paid Member Contribution
Plan 1	4%	1%
Plan 2	4%	1%
FY2013 Employees	0%	5%

(Note: Each row must add up to 5 percent); and

BE IT FURTHER RESOLVED, that such contributions, although designated as member contributions, are to be made by the City of Fredericksburg in lieu of member contributions; and

BE IT FURTHER RESOLVED, that pick up member contributions shall be paid from the same source of funds as used in paying the wages to affected employees; and

BE IT FURTHER RESOLVED, that member contributions made by the City of Fredericksburg under the pick up arrangement shall be treated for all purposes other than income taxation, including but not limited to VRS benefits, in the same manner and to the same extent as member contributions made prior to the pick up arrangement; and

BE IT FURTHER RESOLVED, that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the pick up contributions made by the City of Fredericksburg direction instead of having them paid to VRS; and

BE IT FURTHER RESOLVED, that notwithstanding any contractual or other provisions, the wages of each member of VRS who is an employee of the City of Fredericksburg shall be reduced by the amount of member contributions picked up by the City of Fredericksburg on behalf of such employee pursuant to the foregoing resolutions.

NOW, THEREFORE, the officers of the City of Fredericksburg 55206 are hereby authorized and directed in the name of City of Fredericksburg to carry out the provisions of this resolution, and said officers of City of Fredericksburg are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by City of Fredericksburg for this purpose.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12-__ duly adopted at a meeting of the City Council meeting held May 22, 2012 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



MEMORANDUM

TO: Beverly R. Cameron, City Manager
FROM: Mark Whitley, Assistant City Manager
RE: VRS Retirement System Contribution Rates
DATE: May 8, 2012

ISSUE

The City Council is asked to consider two companion resolutions from the Virginia Retirement System. One resolution concerns the City's contribution rates, while the other resolution concerns the "member" contribution rate currently paid by the City of behalf of employees.

RECOMMENDATION

Staff recommends approval of the attached resolutions.

- 1) The first resolution notifies the Virginia Retirement System that the City will keep the Board-certified contribution rates for the employer contribution.
- 2) The second resolution notifies the Virginia Retirement System that the City will phase in the requirement that employees pick up the full cost of the 5% member contribution, with an offsetting raise.

BACKGROUND

General Background

Under the historical statutes that governed the City's participation in the Virginia Retirement System, the VRS Board of Trustees notified the City every two years of the City's cost, expressed as a percent of full-time payroll, of funding Virginia Retirement System benefits for employees. The cost was broken into two components: the "employer" rate and the "member" rate.

The "employer" rate varies based on actuarial studies of the City's employee population and expected benefits. The study was done every two years, and the City's rate would change as a result of the study. The most recent study, released to the City this past November, would set the City's employer contribution rate at 14.65%, which is up from 10.8% in the most recent biennium.

The “member” rate is set at 5%. The City has for many years paid the member rate on behalf of the members. The City’s total contribution rate for FY 2013 and FY 2014, expressed as a % of payroll, is therefore 19.65% (14.65% employer rate + 5% member rate).

The board-certified rate of 19.65% is the rate that was included in the construction of the City Manager’s Recommended FY 2013 budget. The budget currently being considered for adoption by City Council includes a retirement contribution rate of 18.65%, based on reforms to the member contribution.

Option on Employer Rates

The General Assembly, at the close of the FY 2012 session, passed legislation that significantly changes the Virginia Retirement System for local employers and employees. One of the changes, good for this year only, is an option for the City to elect to pay in the upcoming biennium the Board-certified employer rate of 14.65%, or pay the greater of the FY 2012 rate or 70% of the new FY 2013 rate. In the case of the City, the choice is to pay the FY 2013 Board-certified rate or the current rate of 10.8%.

The short-term savings of choosing the lower 10.8% rate for the City would be significant – approximately \$750,000 per year for both years of the upcoming biennium.

However, staff recommends that the Council go ahead and adopt the Board-certified higher rate. The higher-rate is developed based on actuarial calculations of our projected pension liabilities. Providing the additional funding to VRS will continue to build assets in the City’s VRS account and allow investment earnings in that account to offset future costs. Simply put, using the higher Board-certified rates serves to build assets, and future rate increases will be smaller. Using the lower current rates will cause the City’s ratio of plan assets to pension liabilities to decrease, and future rates could increase sharply to cover unfunded pension liabilities.

In recent years, the City’s actuarial liabilities for pension costs have grown dramatically, due to a variety of factors. The average age of the workforce is increasing, and many of our employees are included in the enhanced public-safety retirement packages and are rapidly approaching retirement age. The City has funded the VRS required rates all along, and choosing a lower rate will exacerbate the current trend and increase costs in the long run.

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Percent of Actuarially Determined Liability Funded
FY 2007-FY 2011**

Fiscal Year	Assets	Liabilities	% Funded
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Phase-In Option on Member Rates

As mentioned, the member rate paid by the City on behalf of employees is 5%. The state is now requiring that local employees pay the member contribution themselves.

The City has an option to either implement this change for current employees all at once, or phase it in over 5 years. If the City chooses to phase in the change, the state will require that the percentage advance at least one percent per year until the target of 5% is reached. The City is also required to provide a raise to current employees to offset the amount that the member must pay to the Virginia Retirement System.

All new employees to the City will be required to pay the 5% member contribution. The 5% requirement is not phased in for new employees. This will be true regardless of whether the new employee is a member of VRS in another jurisdiction or not.

The staff recommends that the City phase-in the change over the course of the next five years. The cost in year one of one percent, is approximately \$40,000. If the City gave a five percent raise, the cost would be approximately \$180,000. In addition, the additional compensation counts towards the future pension benefits for current employees. The additional five percent this year would count towards that amount, and compound with any future cost-of-living or merit raises that the City would choose to provide.

On the other hand, because of compounding, under the phased approach the base salary at the close of the fifth year will be slightly higher than the base salary at the close of five years if the VRS raise is granted all at once. Employee turnover will mitigate the effects of this compounding, because the City is not obligated to provide the phased-in increase to employees hired over the next five years.

The City will have new employees hired after July 1, which are mandated to pay the 5% member premium. Here is the employee turnover¹ over the past several years in all City Funds:

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
Employees on Payroll	403	407	394	384	389	394
Terminations	33	38	25	22	23	31
Turnover %	8.19%	9.34%	6.35%	5.73%	5.91%	7.87%

So, the City will be replacing approximately 20-35 employees per year during the upcoming years. The City is not required to pay the new employees the statutory “VRS Offset” raise; although depending on the position allowances for competitiveness may need to be made in hiring rates.

FISCAL IMPACT

Both of these decisions have a significant fiscal impact. The impact of using the Board-certified rates for the VRS rather than the current rates is to defer approximately \$750,000 in pension costs per year for the next two years. However, if the City elected to maintain the current rates the ratio of assets to liabilities in the City’s pension account will decline and the City’s future pension costs will be significantly higher.

The savings from phasing in the 1% per year for five years instead of the 5% is estimated at \$140,000 in the first year. The savings in the second and subsequent years would decline, as the phased raises increase in costs (ex. FY 2014 will be 2%; FY 2015 will be 3%, etc.). However, and holding many variables constant, the City estimates the total savings over 5 years to be approximately \$300,000 – not including the savings from employee turnover and the savings to long-term pension liabilities from not dramatically increasing full-time employee wages.

The \$300,000 over five years should not be taken as a hard estimate, because there are many variables which will affect salary and retirement costs over the next few years. These include future merit raises or cost-of-living adjustments, the future VRS rates based on new actuarial studies for the FY 2015-6 and the FY 2017-8 biennia, employee turnover, and the impact of other reforms on the City’s future pension liabilities.

¹ Employee Turnover defined here is terminations from all causes as a percentage of full-time employees on payroll on the last payroll.



MOTION:

SECOND:

**May 22, 2012
Regular Meeting
Resolution No. 12-__**

**RE: ELECTING THE EMPLOYER CONTRIBUTION RATE EFFECTIVE
JULY 2012 FOR THE VIRGINIA RETIREMENT SYSTEM**

ACTION:

WHEREAS, the Virginia Retirement System (“VRS”) requires that all member jurisdictions adopt a resolution that notifies the VRS of the City of Fredericksburg’s choice as to the retirement contribution rate paid by the City effective July 1, 2012;

NOW, THEREFORE, BE IT RESOLVED, that the City of Fredericksburg 55206 does hereby acknowledge that its contribution rates effective July 1, 2012 shall be based on the higher of a) the contribution rate in effect for FY2012, or b) seventy percent of the results of the June 30, 2011 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2012-14 biennium (the “Alternate Rate”) provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code §51.1-145(I) resulting from the June 30, 2011 actuarial value of assets and liabilities (the “Certified Rate”); and

BE IT ALSO RESOLVED, that the City of Fredericksburg 55206 does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the Certified Rate of 14.65%, effective July 1, 2012, as shown:

☒ The Certified Rate of 14.65%

☐ The Alternate Rate of 10.80% ; and

BE IT ALSO RESOLVED, that the City of Fredericksburg 55206 does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of the City of Fredericksburg 55206 are hereby authorized and directed in the name of the City of Fredericksburg to carry out the provisions of this resolution, and said officers of the City of Fredericksburg are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the City of Fredericksburg for this purpose.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12-__ duly adopted at a meeting of the City Council meeting held May 22, 2012 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



MOTION:

**May 22, 2012
Regular Meeting
Resolution No. 12-__**

SECOND:

RE: ELECTING THE MEMBER CONTRIBUTION RATE EFFECTIVE JULY 2012 FOR THE VIRGINIA RETIREMENT SYSTEM

ACTION:

WHEREAS, the City of Fredericksburg 55206 employees who are Virginia Retirement System members who commence or recommence employment on or after July 1, 2012 ("FY2013 Employees" for purposes of this resolution), shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code §414(h) on a pre-tax basis upon commencing or recommencing employment; and

WHEREAS, the City of Fredericksburg 55206 employees who are Virginia Retirement System members and in service on June 30, 2012, shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code §414(h) on a pre-tax basis no later than July 1, 2016; and

WHEREAS, such employees in service on June 30, 2012, shall contribute a minimum of an additional one percent of their creditable compensation beginning on each July 1, 2012, 2013, 2014, 2015 and 2016, or until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the City of Fredericksburg 55206 may elect to require such employees in service on June 30, 2012, to contribute more than an additional one percent each year, in whole percentages, until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the second enactment clause of Chapter 822 of the 2012 Acts of Assembly (SB497) requires an increase in total creditable compensation, effective July 1, 2012, to each such employee in service on June 30, 2012, to offset the cost of member contributions, such increase in total creditable compensation to be equal to the difference between five percent of the employee's total creditable compensation and the percentage of the member contribution paid by such employee on January 1, 2012.

BE IT THEREFORE RESOLVED, that the City of Fredericksburg 55206 does hereby certify to the Virginia Retirement System Board of Trustees that it shall effect the implementation of the member contribution requirements of Chapter 822 of the 2012 Acts of Assembly (S B497) according to the following schedule for the fiscal year beginning July 1, 2012 (i.e., FY2013):

Type of Employee	Employer Paid Member Contribution	Employee Paid Member Contribution
Plan 1	4%	1%
Plan 2	4%	1%
FY2013 Employees	0%	5%

(Note: Each row must add up to 5 percent); and

BE IT FURTHER RESOLVED, that such contributions, although designated as member contributions, are to be made by the City of Fredericksburg in lieu of member contributions; and

BE IT FURTHER RESOLVED, that pick up member contributions shall be paid from the same source of funds as used in paying the wages to affected employees; and

BE IT FURTHER RESOLVED, that member contributions made by the City of Fredericksburg under the pick up arrangement shall be treated for all purposes other than income taxation, including but not limited to VRS benefits, in the same manner and to the same extent as member contributions made prior to the pick up arrangement; and

BE IT FURTHER RESOLVED, that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the pick up contributions made by the City of Fredericksburg direction instead of having them paid to VRS; and

BE IT FURTHER RESOLVED, that notwithstanding any contractual or other provisions, the wages of each member of VRS who is an employee of the City of Fredericksburg shall be reduced by the amount of member contributions picked up by the City of Fredericksburg on behalf of such employee pursuant to the foregoing resolutions.

NOW, THEREFORE, the officers of the City of Fredericksburg 55206 are hereby authorized and directed in the name of City of Fredericksburg to carry out the provisions of this resolution, and said officers of City of Fredericksburg are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by City of Fredericksburg for this purpose.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12-__ duly adopted at a meeting of the City Council meeting held May 22, 2012 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council

**MEMORANDUM**

To: Beverly R. Cameron, City Manager
From: Mark Whitley, Assistant City Manager
Date: May 14, 2012
Subject: Authorization for PRTC to Reserve \$1,206,141 of Surplus Motor Fuels Taxes For Various City FY 2012 Transportation Activities

ISSUE

Council is asked to authorize the use of motor fuels tax receipts for various FY 2012 activities.

RECOMMENDATION

Staff recommends approval of the attached resolution.

BACKGROUND

As part of the Potomac and Rappahannock Transportation District, the state collects a 2.1% tax on motor fuels distributed for sale in the City. This tax goes towards the support of the Virginia Railway Express and the administration of the Potomac and Rappahannock Transportation Commission. Funds which remain may be used for transportation purposes by the locality. The City Council must adopt a resolution and send it to the PRTC, which will then encumber the funds. The PRTC will then send the City the funds when presented with requests for reimbursements.

The following table discusses the proposed uses of gas tax in the FY 2012 budget. There are several instances where the City did not spend as much as anticipated on various projects, and the City should capture these savings in the original resolution. The reservation requested for General Fund transportation items is slightly lower than the budgeted amount of \$140,000. The City's revenues in the General Fund are performing well, and reducing the use of motor fuels tax in the General Fund will help to maintain the availability of motor fuels taxes for future transportation projects.

Project	Amount Requested for Reservation	Notes
FRED Operating Subsidy	\$408,821	Revenue in Transit Fund
Parking Garage Debt Service	\$319,820	Revenue in Parking Fund

Project	Amount Requested for Reservation	Notes
Transit – FRED Capital Maintenance	\$160,000	Represents capital match on entire project
VRE Operating Subsidy	\$420,566	Already reserved and held at PRTC for VRE
PRTC Operating Subsidy	\$22,600	Already reserved and held at PRTC
General Fund – Various	\$87,000	Includes Traffic Maintenance and Industrial Park Rail Spur Maintenance
Train Station Maintenance	\$50,000	Revenue in Regional Transportation Fund
Annual Paving Program	\$125,000	Revenue in Public Works Capital Fund
Revenue Sharing – FY 2011 Pedestrian Improvements	\$55,500	Design and easement acquisition in progress
Total	\$1,649,307	
Total Not Including VRE & PRTC Support	\$1,206,141	

FISCAL IMPACT

The Fiscal Impact of this resolution is that the City will authorize the use of \$1,206,141 in motor fuels tax funds. This is in addition to \$420,566 for the VRE and \$22,600 for administration at the PRTC during FY 2012.

The City's most recent revenue reports have been adjusted down as a result of state audits of wholesalers. The City anticipates that there is one more adjustment from payments from Spotsylvania wholesalers that will take place in March. Taking that into account, the City's motor fuels tax revenues for the balance of the year should end up in a range between \$1.2 million and \$1.4 million.

The current projection for the year-end balance for FY 2012 is approximately \$2.1 million.

Attachment: Resolution Authorizing the Use of Surplus Motor Fuels Taxes



MOTION:

**May 22, 2012
Regular Meeting
Resolution No. 12-**

SECOND:

RE: AUTHORIZING USE OF \$1,206,141 OF MOTOR FUELS TAX FUNDS IN FISCAL YEAR 2012 FOR VARIOUS TRANSPORTATION PROJECTS

ACTION:

WHEREAS, the City of Fredericksburg (“the City”) is a member of the Potomac and Rappahannock Transportation District (the “District”), a transportation district created pursuant to the Transportation District Act of 1964 (Code of Virginia, §§15.2-4500, et seq.); and

WHEREAS, the Potomac and Rappahannock Transportation Commission (“PRTC”) is the governing body of the District; and

WHEREAS, the Commonwealth of Virginia levies a 2.1 percent tax on motor fuel distributed for sale in the District, which participates in the operation of a rail commuter mass transportation system (Code of Virginia §58.1-1720); and

WHEREAS, all taxes paid to the State Tax Commissioner, after subtraction of the direct costs of administration by the Tax Department, are deposited in a special fund held by the District (Code of Virginia §58.1-1724); and

WHEREAS, in Fiscal Year 2012, the City is obligated to provide funds from its motor fuels tax account in the amounts of \$420,566 for the Virginia Railway Express, and \$22,600 for administrative expenses of the PRTC; and

WHEREAS, as of June 30, 2011, the Total Unencumbered Fund Balance in the City’s motor fuels tax account is approximately \$3 million; and

WHEREAS, as of the February 2011 report, the City and the PRTC estimate that during Fiscal Year 2012, the City will collect additional motor fuels tax revenue of \$1.2 million; and

WHEREAS, at the request of the member jurisdiction, surplus revenue from the motor fuels tax may be expended for any transportation purpose (Code of Virginia, §58.1-1724); and

WHEREAS, the City will engage in various transportation-related activities throughout FY 2012, including train station maintenance, traffic signal maintenance, debt service

for the Sophia Street Parking Garage, FRED Transit Operations, FRED Transit Maintenance facility construction, rail spur maintenance, and various street maintenance activities; and

WHEREAS, the City desires to use a portion of the surplus revenue from its motor fuels tax account for these purposes.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fredericksburg, Virginia, does hereby request PRTC to budget and appropriate the following amounts for this project:

Train Station Maintenance	\$ 50,000
Sophia Street Parking Garage Debt Service	319,820
FRED Transit Operations	408,821
FRED Maintenance Facility – Capital	160,000
City – Traffic Signal Maintenance	70,000
Industrial Park Rail Spur Maintenance	17,000
VDOT Revenue Sharing – Pedestrian Signal Upgrades	55,500
City Street Maintenance – Paving Program	125,000
<hr/>	
Total	<u>\$ 1,206,141</u>

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to submit to PRTC requests for reimbursement of expenses incurred by the City in connection with these projects.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12- duly adopted at a meeting of the City Council meeting held May 22, 2012 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



MEMORANDUM

TO: Beverly R. Cameron, City Manager
FROM: Amanda Lickey, Budget Manager
Joan Perry, Comprehensive Services Act Program Coordinator
DATE: May 15, 2012
RE: FY 2012 Budget Amendment – CSA Supplemental

ISSUE

City Council is asked to approve an amendment to the FY 2012 budget appropriating additional funds for the Comprehensive Services Act program.

RECOMMENDATION

Staff recommends approval of the attached resolution to amend the CSA fund by \$340,000 and also approving the use of \$25,000 in the general fund contingency to increase the local Transfer to CSA.

BACKGROUND

The Fredericksburg Comprehensive Services Act Program provides funding for a number of mandated at-risk populations within our community. The CSA budget is a conservative estimate and is predominantly affected by children entering and leaving the program. As always, the Fredericksburg CSA program strives to provide services to the children of the City while following the program requirements of least restrictive, and cost effective while keeping the focus on the treatment plan of the child.

In FY 12, the program is projected to require an additional appropriation of \$340,000 which includes a local fund transfer from the General Fund Contingency of \$25,000. Upon completing the CSA state reporting for services provided through April, projections are estimated to surpass total funds budgeted for CSA. The increase in funds of \$340,000 can be attributed to the following:

- Placements are more costly as CSA is serving a population of children this year that require a more intensive level of service. FY 11, CSA served 83 children with an average cost per child of \$18,969.51. For FY 12, CSA is projected to serve 70 children with an average cost per child of \$25,107.14. This increase is due to providing more costly services to a lesser amount of children to include:

- Special Education Day Placements – Fredericksburg City Public Schools have made a total of 27 private special education placements for 21 different children through April 30, 2012. That is in comparison with 24 placements for 19 children in FY 11. These placements continue to be very costly and the children served this fiscal year have been placed out of public school an average of 351 days. Estimated cost of increase is \$200,000.
- Community Based Services – Fredericksburg CSA has increased Community based services expenditures by \$90,000 this fiscal year. Increased services provided in this category are for Independent Living placements for older children in foster care, for services to maintain children in foster homes, as well as to provide services to children outside of the foster care system who reside in the City.
- Foster Care Placements – Fredericksburg Department of Social Services has had an increase in congregate care placement costs in FY 12. CSA has increased costs towards Medicaid as well as non-Medicaid funded congregate care placements. Estimated cost of increase \$50,000.

FISCAL IMPACT

The attached resolution appropriates a total of \$340,000 in the Comprehensive Services Act Fund. The City expects to receive an additional \$315,000 in revenue from the state to offset increased expenses, and will need to approve the use of \$25,000 in General Fund Contingency to meet the required local funding. The resolution will also transfer \$25,000 from the Contingency account to the Transfer to CSA account.

This will reduce the General Fund Contingency to \$458,530.

Attachment: Appropriation Resolution



MOTION:

**May 22, 2012
Regular Meeting
Resolution No. 12-__**

SECOND:

RE: AMENDING THE FISCAL YEAR 2012 BUDGET BY APPROPRIATING \$340,000 IN THE COMPREHENSIVE SERVICES ACT FUND AND AMENDING THE GENERAL FUND BY A TRANSFER OF \$25,000 ALLOCATING GENERAL FUND CONTINGENCY TO THE CSA FUND

ACTION:

WHEREAS, the City of Fredericksburg is obligated by law to provide services to certain children under the Comprehensive Services Act of the Commonwealth of Virginia; and

WHEREAS, the City of Fredericksburg is experiencing increasing costs per case to serve the children in the program during FY 2012; and

WHEREAS, the City anticipates that the Commonwealth will provide additional revenues to help meet the increased costs; and

WHEREAS, the City will increase the general fund transfer to the Comprehensive Services Act fund to cover the local portion of the cost; and

NOW, THEREFORE, BE IT RESOLVED that the following appropriations amending the FY 2012 budget be recorded in the Comprehensive Services Act Fund.

GENERAL FUND

Source

Categorical Aid

4-100-099100-9901	General Fund Contingency	\$ 25,000
Department Total:		\$ 25,000

Total Source: \$ 25,000

Use

Interfund Transfers

4 -100-093100-9215	Transfer to CSA	\$ 25,000
Department Total:		\$ 25,000

Total Use: \$ 25,000

COMPREHENSIVE SERVICES ACT FUND

Source:

Education

3-741-024040-0079	CSA Grant	\$ 315,000
Department Total:		<u>\$ 315,000</u>

Fund Balance

3-741-041050-0003	Transfer from the General Fund	\$ 25,000
Department Total:		<u>\$ 25,000</u>

Total Source: \$ 340,000

Use:

Comprehensive Services Act

4-741-053522-5711	Other Purchased Services	\$ 340,000
Department Total:		<u>\$ 340,000</u>

Total Use: \$ 340,000

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12- duly adopted at a meeting of the City Council meeting held May 22, 2012 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



MEMORANDUM

TO: Beverly R. Cameron, City Manager
FROM: Amanda Lickey, Budget Manager
DATE: May 14, 2012
RE: FY 2012 Budget Amendment – Fredericksburg Arts Commission

ISSUE

City Council is asked to approve an amendment to the FY 2012 City Grants fund by appropriating donations made to Via Colori.

RECOMMENDATION

Staff recommends approval of the attached resolution to amend the City Grants Fund by \$11,475 to appropriate donations received in FY 2012 for Via Colori.

BACKGROUND

Via Colori is a program sponsored by the Fredericksburg Art Commission. The Fredericksburg Art Commission has collected sponsorships and donations on behalf of this event.

FISCAL IMPACT

The attached resolution appropriates a total of \$11,475 in the City Grants Fund. These are donations and there are no general fund resources associated with this action item.

Attachment: Appropriation Resolution

MOTION:

SECOND:



**May 22, 2012
Regular Meeting
Resolution No. 12-__**

**RE: AMENDING THE FISCAL YEAR 2012 BUDGET BY APPROPRIATING
A TOTAL OF \$11,475 IN VIA COLORI DONATIONS TO THE
FREDERICKSBURG ARTS COMMISSION IN THE CITY GRANTS
FUND**

ACTION: APPROVED: Ayes: 0; Nays: 0

WHEREAS, the Arts Commission hosts Via Colori each year and collects donations and sponsorships to fund the event; and

WHEREAS, the Art Commission requests these funds to be appropriated in the City Grants Fund; and

WHEREAS, there are no general fund dollars associated with this action;

NOW, THEREFORE, BE IT RESOLVED that the following appropriations amending the FY 2012 budget be recorded in the City Grant Fund

City Grants Fund

Source

Miscellaneous

3-210-018990-0094	Arts Commission Donations	\$ 11,475
Department Total:		<u>\$ 11,475</u>

Total Source: \$ 11,475

Use

Fredericksburg Arts Commission

4 -210-72609-3160	Professional Services	\$ 11,475
Department Total:		<u>\$ 11,475</u>

Total Use: \$ 11,475

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 12- duly adopted at a meeting of the City Council meeting held May 22, 2012 at which a quorum was present and voted.

Tonya B. Lacey, CMC
Clerk of Council



MEMORANDUM

TO: Mayor Tomzak and Members of City Council
FROM: Beverly R. Cameron, City Manager
DATE: May 15, 2012
SUBJECT: City Manager's Update

Highlights of major activities and other notable developments:

Elder Abuse Prevention - May is Elder Abuse Prevention Month in Virginia. Each year, thousands of older adults and individuals with disabilities are mistreated by family members, by caregivers, and by others responsible for their well-being. There are many forms of adult abuse, including physical and mental abuse, neglect and self-neglect, and financial exploitation. Adult abuse occurs in families and communities of all social, economic, and racial backgrounds. In Virginia, Adult Protective Services (APS) investigates reports of adult abuse, neglect, and exploitation and can arrange for a wide variety of services to stop the abuse and prevent further mistreatment. During state fiscal year 2011, Virginia APS received almost 18,000 reports of this type of abuse, and fifty-nine percent of these reports were substantiated. The City of Fredericksburg Department of Social Services' Protective Services Unit investigated 46 complaints of adult abuse last year and maintains 10 ongoing cases.

The following is a list of activities to focus attention on this issue:

- On May 1, all of the Services staff wore purple shirts that stated "May is Elder Abuse Prevention Month" and the Elder Abuse Prevention month banner was hung in front of our building.
- On May 16, Protective services staff will be at the Madonna House to speak to employees and residents about elder abuse prevention and services the Department can offer.
- On May 25, Protective services staff will be at Mill Park Terrace to speak to employees and residents about elder abuse prevention and services the Department can offer.
- On May 25, the Department will have Flip Flop Friday, during which staff members can pay \$5 to wear their favorite flip flops that day. The Protective Services staff will also be having a bake sale. All proceeds will go to the Alzheimer's Association.

Employee Wellness Fair - City employees participated in the second annual Employee Wellness Fair on May 2 at the Dorothy Hart Community Center. The event was coordinated by Jason Smith, Ray Gunnell, Jennifer Hellier, and Joanne Jones of the Parks and Rec Department, Melissa Steiniger from Human Resources, and Loren Kato from the Safety Office. A variety of vendors participated in the fair, including: Anthem, Ameritas, AFLAC, Colonial 1 Life, ICMA-RC, PNC Bank, Stellar One Bank, BJ's, Fredericksburg Area HIV/AIDS Support Service, REACH - Employee Assistance Program, and the Lion's Club Vision and Hearing evaluation bus. The vendors distributed information related to health and wellness topics including insurance, education, finances, leisure, mental health, as well as smoking cessation, HIV testing, healthy eating, and weight loss. The food vendors were Subway, Salad Creations, Walmart, and Chick-Fil-A. Vendors and several local businesses, including Monkee's, the Trolley Stop Deli, and Brock's Riverside Grill, donated raffle prizes. In an effort to give back to the community, City employees donated used eyeglasses and hearing aids to the Lion's Club to refurbish and distribute at no cost to those who qualify for financial assistance in this program.



Employee Wellness Fair

Marine Corps Historic Half "Oscar Mike" Award – On May 18, representatives from the Marine Corps Historic Half will present the Oscar Mike Award to the recently retired Deputy Fire Chief Mark Bledsoe. Oscar Mike is derived from the military phonetic alphabet and translates to *On the Move*. Established in 2010, the award recognizes an individual whose efforts help distinguish the Historic Half as a premier event that benefits the entire community. Deputy Chief Bledsoe was the operational coordinator for all of the Fire and EMS support for the Historic Half since its inception in 2008; this year he is signed up as a runner for the 13.1 mile race. More information about the Oscar Mike Award and the Marine Corps Historic Half can be found in the [event program](#).

Fire Department Acquires Water Rescue Equipment - The Fire Department recently acquired a significant amount of water rescue apparatus from the Fredericksburg Volunteer Rescue Squad. The Fredericksburg Volunteer Rescue Squad has made a fundamental change to their core mission to concentrate on delivery of EMS services to the City, and the membership decided to divest the organization of their dive and water rescue equipment, heavy rescue equipment, and water rescue programs. With this change, the Fire Department was able to purchase four watercrafts and much additional equipment to add to the capabilities of the FFD Dive and Water Rescue Team. The inventory includes:

- Dive Boat with 40HP motor, jet propulsion prop and trailer
- Inflatable boat with 25HP motor and trailer
- Blue-hole canoe
- Self-bailing raft

This additional equipment will allow Fire Department staff to become well trained and capable of providing emergency assistance on navigable waterways in and around the City, including the Rappahannock River and Motts Run Reservoir. All personnel are currently participating in boat operator training.

New Officers at FPD – Three new police officers were sworn in on May 14 in a ceremony conducted by Circuit Court Clerk Jeff Small. Officers Sara Lombrana and Matthew Bennett graduate from the Rappahannock Regional Criminal Justice Academy on May 17, and Officer Tabatha Timmons is previously certified and was most recently employed by the Arlington County Police Department.



Officers Lombrana, Timmons, and Bennett

Law Enforcement United Bike Tour – On May 11, riders from the LEU Bike Tour stopped at Police Headquarters for a brief refuel and to pay their respects at the memorial for the City's four fallen officers. The stop in Fredericksburg occurred during the second leg of the three-day tour from Chesapeake, Virginia to Washington D.C. This year, the LEU Tour collected over \$225,000 to donate to the [Concerns of Police Survivors](#) and the [Officer Down Memorial Page](#).





CITY COUNCIL MEETINGS & EVENTS CALENDAR

City Hall Council Chambers, 715 Princess Anne Street, Fredericksburg, VA 22401

DATE	TIME	EVENT	
5/22/12	5:30 p.m.	Work Session <ul style="list-style-type: none"> Unified Development Ordinance Downtown rezoning 	Suite, Room 218
	7:30 p.m.	Regular Session	Chambers
6/12/12	5:30 p.m.	Work Session – Evaluations	Suite, Room 218
	7:30 p.m.	Regular Session	Chambers
6/26/12	7:30 p.m.	Regular Session	Chambers
7/2/12 (Monday)	12 noon	Council Swearing – In Ceremony	Fredericksburg Area Museum – Town Hall 3 rd floor
7/10/12	7:30 p.m.	Regular Session	Chambers
7/24/12	7:30 p.m.	Regular Session	Chambers
8/14/12	7:30 p.m.	Regular Session	Chambers
8/28/12	7:30 p.m.	Regular Session	Chambers

Work Session topics for upcoming meetings

Parks & City Properties
 Police issues and innovations
 National Park Service - master plan update
 Joint Work Session with EDA

Boards & Commission	Meeting Dates/Time	Actual Date of Meeting	Members Appointed	Contact Person
Board of Social Services	2nd Friday/8:00 a.m.	June 8 at 8 a.m.	Tomzak	Christen Gallik
Central Rappahnnock Regional Library	Quarterly/5:30 p.m.	August 13 at 5:30 p.m.	Devine	Donna Cote
Chamber Military Affairs Council	Quarterly third Thursday/3:30 p.m.	June 21 at 3:30 p.m.	Ellis	Susan Spears
CPMT	Thursday after 3rd Tuesday/2 p.m.	June 21 at 2 p.m.	Paolucci	Joan Perry
Fredericksburg Arts Commission	1st Thursday /7:00 p.m.	June 7 at 7 p.m.	Solley, Devine	Julie Perry
Fredericksburg Area Museum C.C.	4th Wednesday/4:00 p.m.	May 23 at 4 p.m.	Solley	Ellen Killough
Fredericksburg Clean & Green Comm.	1st Monday/6:00 p.m.	June 4 at 6 p.m.	Solley	Anne Little
Fredericksburg Regional Alliance	Quarterly 2nd Monday/5:00 p.m.	July 9 at 5 p.m.	Greenlaw, Tomzak-Alt	Gene Bailey
GWRC/FAMPO	3rd Monday/6:00 p.m.	May 21 at 6 p.m.	Greenlaw, Solley, Howe-Alt.	Eldon James
George Washington Toll Road Authority	1st Monday/6:30 p.m.	June 4 at 6:30 p.m.	Ellis, Greenlaw, Tomzak	Eldon James
Pathways Steering Committee	last Thursday/noon	May 31 at noon	Solley	Bob Antozzi
PRTC	1st Thursday/7:00 p.m.	June 7 at 7:00 p.m.	Howe, no alt named	Gina Altis
Rappahannock Area Agency on Aging	3rd Wednesday/1:30 p.m.	June 20 at 1:30 p.m.	Greenlaw	Jim Schaefer
Rappahannock Juvenile Detention	bi-monthly last Monday/12 noon	May 21 at noon	Greenlaw	Douglas Jones
Rappahannock Regional Solid Waste	Quarterly 3rd Wednesday/1:30 p.m.	August 15 at 1:30 p.m.	Solley, Howe	Pat Rowe
Rappahannock River Basin	Quarterly/1:00 p.m.	June 13 at 1 p.m.	Paolucci	Eldon James
Recreation Commission	3rd Thursday/7:00 p.m.	June 21 at 7 p.m.	Paolucci	Bob Antozzi
Regional Group Home Commission	bi-monthly/3 or 4 p.m.	May 23 at 3 p.m.	Paolucci	Kristen Van Tine
Town & Gown	Quarterly/3:30 p.m.	September 13 at 3:30 p.m. UMW	Solley, Devine	Anika Wilson
Virginia Railway Express Operations Brd	3rd Friday/9:30 a.m.	May 18 / June 15 at 9:30 a.m.	Howe, Ellis-Alt.	Dale Zehner